



## School Bus Evacuation: Safety Related Procedures

AP 70-104

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All Bus Drivers, both employees and contractors, will complete at least two (2) school bus evacuation safety related procedures per school year. One will be held in October and the other in April. The scheduled timing will permit Transportation personnel to be in attendance to observe the evacuations. Bus Drivers are required to complete a School Bus Evacuation Form for each evacuation and submit it to the Transportation Department promptly.

Evacuations will be carried out in accordance with the School Bus Driver Improvement Program (Revised 2008). A copy of the new procedure is included in the Transportation Bus Driver Handbook.

### **Reference**

[Form 7-104-A October School Bus Evacuation Completion](#)  
[Form 7-104-B April School Bus Evacuation Completion](#)