

Area: Transportation

Subject: TR10 - Safety Education

Reference: 1310.21 (a-e)

Policy: SCOE will ensure that when providing transportation services, training for parents and children in pedestrian safety will be provided.

Procedure:

1. Grantee staff will review records annually to ensure the following information has been given to the children in a training session within 30 days of enrollment:
 - a. Safe riding practices
 - b. Safety procedures for boarding and leaving the vehicle
 - c. Safety procedures in crossing the street at stops
 - d. Recognition of the danger zones around the vehicle
 - e. Practice in emergency-evacuation procedures conducted on the vehicle
2. Grantee staff will review records annually to ensure the following information has been given to the parents of children being transported, in a training session:
 - a. The importance of escorting children to the vehicle stop
 - b. The importance of reinforcing the training provided to the children regarding vehicle safety
3. Grantee staff will review records two times per program year to ensure that at least two bus evacuation drills in addition to the original required evacuation drill have taken place.
4. Grantee staff will review classroom activity plans on an ongoing basis to ensure age-appropriate activities reminding children of the safety procedures take place on a regular basis.

Supervised by: Director II, Coordinator of Early Childhood Programs

Performed by: Health Services Manager, Child Development Supervisor

Forms needed: Monitor Instrument

Frequency: Ongoing or as necessary