

Stark County Board of Developmental Disabilities

Transportation Procedure 039 Dangerous/Threatening Situations/MRDD1	Effective: 9/1/2015
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Subject: Dangerous/Threatening Situations/MRDD1

School buses and Board vans are vulnerable to attack and are ideal soft targets for those wishing to provoke and produce high emotional impact. The threat is a real possibility and must be taken seriously through staff training and procedural guidelines and responses.

Safety Awareness

One of the reasons a pre-trip inspection is done is to alert the driver to potential problems or threats. Vehicle inspections are required to be done before transporting any student or individual.

When inspecting the bus or van, look for out of place items such as bottles, tanks, canisters, bags, back packs, missing screws or rivets, lumps or bulges in the seat, floor surface irregularities, items with an attached message, etc.

Do not touch or remove any suspicious item. Any such item should be reported to a supervisor immediately.

Be aware of suspicious people, odd behavior, strangers hanging around bus stops, weapons, and passengers talking about weapons or violence. Any such behavior is to be reported to you supervisor.

While on route, never leave your vehicle unattended or out of sight.

Drivers are not permitted to change their routes without prior approval. It is critical in an emergency situation that accurate information is conveyed to authorities about the bus or van location and direction. There is a direct relationship between time of day and location of a vehicle. Knowing that this information is accurate and reliable will assist in locating a bus/van in distress.

Hijacking/Unauthorized Entry

In the event of a hijacking situation or an unauthorized entry onto the bus or van, inform the bus garage operator by saying... "This is Bus #_____, MRDD1." If communication by radio back to the bus/van is not desired say... "No response necessary." If you are able to communicate, please do so as long as the safety of all passengers on board is not jeopardized. If communication by radio is not possible, remain calm and stay focused.

All emergency communication will be coordinated and monitored through the Transportation Department in conjunction with the Superintendent's Office as per the Board Crisis Plan.

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All other dangerous or threatening situations on the bus/van such as weapons, assaults, being followed, or anything that impedes the movement of the bus/van, etc., radio base immediately for instructions. The Transportation Department will contact the proper authorities.

Ref: Board's Policy 3.2 Dangerous Weapons.

Transportation Departmental Emergency Response Procedure

1. Notify Transportation Supervisor.
2. If the bus/van number is known, the current route sheet and emergency forms for all passengers are to be pulled.
3. Identify who is likely on the bus/van, both staff and passengers, and ascertain the probable location based on the time of the initial call. The Transportation Department will work with the Schools/Supported Employment to ascertain staff and individuals involved.
4. If necessary, call 911 and share whatever information is available. (Who, What, Where, When)
5. If MRDD1 is called, all other buses/vans should refrain from communication by radio to base unless there is an emergency. Communication needs to remain open at all times in the event of a hostage type situation.
6. The Accident Notification Procedure Form will be used to document information. Follow the call list as outlined in the procedure. Calls to parents, guardians and media will be made as determined per the Board Crisis Plan.
7. If a bus/van is being reported late by numerous people, contact will be made with the bus/van to determine the reason for the delay. If the bus/van does not respond, the Supervisor will determine the course of action.