

Driver Preparation

- Obtain permission from school authorities
- Select a safe location on a level surface for drills
 - School site Non-traffic area
 - Grass area Free from hazards
- Select a safe waiting area
- Prepare helpers and leaders
- Review purpose and procedure

Student Instructions

- Be silent and listen
- Leave the bus in an orderly manner
- Leave personal items on the bus
- Use the hand rail
- Follow the leader-Stay in a group
- Walk-Do not push
- Older students look after younger students

Leader Instructions

- Assist students to safe waiting area
- Keep students in a group

Helper Instructions

- Helping hand method (K 4)
- Shoulder assist method
- Remember, speed is not important

Emergency Evacuation Log

Date	Driver/Coordinator
	Location

For more information contact AAA

800-646-4222 trafficsafety@acg.aaa.com





School Bus Drivers Guide to

Emergency Evacuations



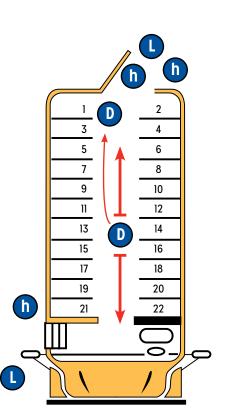
Combination Front & Rear Door Procedure

- Set brake Remove key
- Stand facing students near driver's compartment
- Announce, "Remain Seated, Emergency Evacuation Drill, Rear and Front Doors"
- Driver moves to the mid-point of bus and assigns students to an exit door and continues to rear of bus and conducts drill
- Students are reminded to follow instructions for front and rear door exits
- Driver checks for remaining students, removes safety equipment and joins students





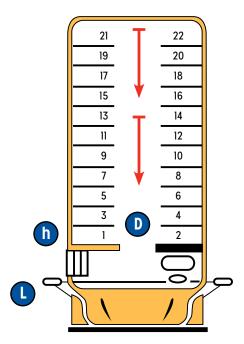






Front Door Procedure

- Set brake Remove key
- Stand facing students near driver's compartment
- Announce, "Remain Seated, Emergency Evacuation Drill. Front Door"
- Instruct students to exit through front door, stay in line, follow leader to a safe waiting place and remain until released
- Driver backs down aisle releasing one seat at a time
- Driver moves to front of bus checking for remaining students
- Driver removes safety equipment and joins students



Rear Door procedure

- Set brake Remove key
- Stand facing students near driver's compartment
- Announce, "Remain Seated, Emergency Evacuation Drill, Rear Door"
- Instruct students to exit through rear door, stay in line, follow leader to a safe waiting place and remain until released
- Rear door should be opened by helpers who then assume outside helping position
- Student helper assists riders out of the bus. Correct exit position: sit down on the floor, then ease out
- Driver moves to the rear of the bus and conducts drill by releasing students in an orderly manner
- Driver checks for remaining students, removes safety equipment and joins students

