

**ROE/ISC DEPARTMENT**

**Instructions:** Please complete and scan and then send this as an email attachment to [roeisc@isbe.net](mailto:roeisc@isbe.net) or complete and send via surface mail to the address above.

School Name \_\_\_\_\_

RCDT Code \_\_\_\_\_ School Year \_\_\_\_\_

This school does not hold bus safety drills because (check all that apply):

- ☐ The school does not transport students to and from school.
- ☐ The school does not transport students to and from sports, music, or other events.
- ☐ The school does not transport students to and from field trips or for other purposes.
- ☐ Other (specify):

The school "transports students" if it operates a vehicle for this purpose on its own or if it contracts for student transportation, which contracting may include reimbursing parents who drive students in private vehicles for school purposes, as suggested in the list above, at the direction of the school.

The school agrees to do the following:

- Immediately implement bus safety drills for students should the school determine it will use buses/vans/vehicles holding many passengers to transport students.
- In the absence of bus safety drills, the school will nevertheless include in its curriculum a discussion of safe riding practices for all students covering, but not limited to
  - using seat and shoulder belts.
  - limiting distractions for drivers caused by radios, cell phones, loud conversations, etc.
  - not riding with drivers under the influence of alcohol or drugs.
  - safely exiting parked vehicles in traffic, such as when pulled over for a flat tire.
  - using 911 to report emergencies to law enforcement agencies.

Should the school begin the use of buses/vans/vehicles holding many passengers to transport children without holding the required bus safety drill, the school will assume all responsibility for this action and will hold the Illinois State Board of Education harmless.

\_\_\_\_\_  
School Official (print name)\_\_\_\_\_  
Digital or Original Signature of School Official\_\_\_\_\_  
School Official Title\_\_\_\_\_  
Date