



GEORGIA SCHOOL BUS DRIVER SAFETY COMPETITION MANUAL

Conducted by

GAPT Safety Competition Committee

----- PROCEDURES AND GUIDELINES -----

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INTRODUCTION

Safety Competitions have proven to be one of the most effective instructional tools available to improve a person's driving skills. The safety competition emphasizes the following objectives:

1. To Motivate and reinforce the learning and implementation of good practices involved in superior job performance as a school bus driver.
2. To recognize excellence and provide for demonstration of the skills and responsible performance of the demanding job of the school bus driver.
3. To develop public awareness of the skills and responsibilities involved in the job of a school bus driver.
4. To encourage communication between drivers including the sharing of safety awareness and experiences.

GENERAL INFORMATION

1. Entrance Requirements:

To qualify for competition a driver must hold:

- A valid Commercial Driver's License (CDL) with Passenger (P) and School Bus (S) endorsements.
- No preventable accidents (as defined by the National Safety Council Safe Driver Award Program).
 - Definition of a Preventable Accident: "An occurrence involving an employer owned or leased vehicle that results in an accident in which the driver in question failed to exercise every reasonable precaution to prevent it."
- Have competed in their local school district safety competition prior to the state safety competition (exception to this requirement is Special Needs drivers and monitors).
- A driver/monitor must enter the competition in the allotted time frame required when the registration window is opened.
- Driver must have driven a regularly scheduled full-time route to and from school since September 1st of the just completed school year.

Or

- Must be full-time substitute driver who drives different routes on a regularly scheduled basis since September 1st of the just completed school year.
- A regular education driver must have competed in their local district competition during the just completed school year.
- All drivers will adhere to all laws, regulations and rules that pertain to safe school bus operation in the State of Georgia unless otherwise directed in this manual or by competition officials for a specific event.
- Driver must not have received a moving violation citation within the previous year prior to the current state safety competition. Moving violation citations must have been dismissed or discharged prior to the start of the current state safety competition.
- No driver will be eligible to compete unless they meet the above criteria for District/State competition during the last year.

2. Buses will be provided by the Safety Competition Committee. Only these authorized buses will be driven in competition. **NO PERSONAL BUSES WILL BE ALLOWED.** Authorized buses in accordance with the current Georgia School Bus Specifications may include:



Type A
Small School Bus



Type C
Conventional



Type D
Transit

3. This manual is patterned after the National School Bus Safety Competition and various State Safety Competitions. It is not intended that all safety competitions be conducted in the same manner, but it is designed to serve as a guide in the preparation of contestants for the State Safety competition.
4. Contest rules as detailed in this manual shall apply for the GAPT Safety Competition. All competitors will be scored by the standards in this manual even though they may differ from rules and regulations that the driver normally operates.
5. Competition will take place in normal weather conditions. Exception to this is extreme or severe weather that is significantly different from the average or usual weather pattern creating unsafe conditions for drivers/monitors, judges, and the bus itself.
6. No changes will occur on the course set-up once competition starts. However, the safety competition committee chairperson may disqualify any event during competition and apply the point value equally to all contestants.
7. It is understood that elementary students are on the bus from the time the driver leaves the starting line and the driver must conduct themselves accordingly.
8. Drivers/monitors will be required to remain in the driver/monitor preparation area until called for competition.
9. No scores will be provided prior to the awards ceremony. No individual score sheets will be available at the close of the awards presentation.

PROCEDURES

Drivers should carefully read and become thoroughly familiar with all the instructions and expectations found in this booklet. The driver will not be allowed to ask for directions or questions from the evaluators once the actual driving competition begins at the starting line. Competitors will not be allowed to open the bus door or put their head out of bus window to ask questions.

REGISTRATION

1. It is suggested that all contestants allow themselves ample time for travel, parking and registration, so as not to be eliminated from the competition for being late.
2. When registering, each driver will be required to show their driver's License which he/she is required to have on his/her person when operating a school bus.

INTEGRITY

3. Due to the fact that drivers will be in a common group area during the safety competition activities, they will be placed on their honor not to assist another contestant in any way. In the interest of fair play, drivers should not discuss the bus defects with each other or even spectators, as this could result in total DISQUALIFICATION.

ON THE COURSE

4. In case of mechanical failure during competition, stop immediately, signal judge by blowing horn and wait for instructions.
5. Grievances must be reported as soon as possible.
6. Ties within the top 10 competitors will be broken by comparing scores earned on the most difficult events.

DISQUALIFICATIONS

Any of the following may result in disqualification of a driver:

1. Any misconduct on the part of a participant or spectator such as the following:
 - Unprofessional behavior
 - Speeding and/or unsafe driving on the course
 - Use of drugs
 - Use of any alcohol during or immediately prior to the competition
2. In all driving events, the bus doors must be kept closed unless rules and regulations of the safety competition event require that they be opened (i.e. railroad crossing and elementary student loading). If the bus door is opened during an event that does not require it, the driver will be DISQUALIFIED for that event. It shall be assumed that the driver has pupils on board and must drive accordingly.
3. Backing is prohibited unless required by the rules and regulations of the safety competition event (i.e. back up and parallel parking). If the bus is backed during an event that does not require it, the driver will be DISQUALIFIED for that event.
4. Seat belt must be properly worn in front and snugly fastened during the competition. A driver not wearing a seat belt will be DISQUALIFIED.
5. Any driver who knowingly accepts signals from spectators will be automatically DISQUALIFIED. No spectator will be allowed on driving course.

6. Failure to maintain proper driving position (i.e. firmly in the driver's seat, hands on the wheel, etc...)
7. A driver is not allowed to place their head out the window at any time during competition. It is expected that the driver uses their mirrors properly and when appropriate.
8. Mirrors can only be adjusted within the recommended mirror box standards and not adjusted to just see the ground.
9. No smoking, eating or drinking beverages will be allowed during the driving competition.
10. No communication devices of any type will be allowed on the bus during competition or be operated while driving on the course (i.e. AM-FM Radio, Disk Player, 2-way Radio, CB, Cell Phone, Bluetooth Device(s), Blackberries, etc...)

The Safety Competition Committee will make the final determination on any disqualification.

SUMMARY OF POSSIBLE POINTS PER EVENT

1. Written Examination	100 Points
2. Diminishing Clearance	50 Points
3. Right Turn	50 Points
4. Straight Line	50 Points
5. Forward Serpentine	50 Points
6. Offset Alley	50 Points
7. Railroad Crossing and Clearance	75 Points
8. Curb Line	50 Points
9. Parallel Parking	50 Points
10. Stop Line	25 Points
11. Elementary Student Loading	50 Points
12. Back Up	50 Points

TOTAL POSSIBLE POINTS: **650**

The Georgia Association for Pupil Transportation School Bus Driver Safety Competition may utilize all of the events listed in this manual in any sequence.

Local Safety Competition Committees may use all twelve events as in the listed in this manual or a minimum of eight (8) events with any combination of their choosing.

SAFETY COMPETITION EVENTS

Each of the following sections includes the title of the event, the purpose of the event, a description of activity or skill to be performed, special instructions, scoring and judging procedures.

The better the drivers understand this information the more successful they are likely to be in the competition.

The sequence of events in this publication is not necessarily listed in the same order that will be followed in actual competition nor the same sequence used at the national level.

PREPARATION TO DRIVE

DRIVER SHOULD ADJUST SEAT, MIRRORS, AND BECOME FAMILIAR WITH EQUIPMENT BEFORE STARTING COURSE. THE SEAT BELT WILL BE WORN AT ALL TIMES DURING COMPETITION. DRIVER WILL BE DISQUALIFIED IF SEAT BELT IS NOT WORN OR IF SHOULDER STRAP IS PLACED BEHIND THE DRIVER.

1. WRITTEN EXAMINATION

MAXIMUM SCORE 100 POINTS

PURPOSE OF EVENT: There are many laws, rules and regulations with which a school bus driver must become thoroughly familiar and they must be faithfully observed. These laws, rules and regulations were established as a result of years of study and experience. Drivers are encouraged to study from the following materials:

- Current Georgia Commercial Driver's License (CDL) Manual
<https://dds.georgia.gov/dds-forms-and-manuals/manuals>
- GADoE School Bus Driver Training Manual
<https://www.gadoe.org/Finance-and-Business-Operations/Pupil-Transportation/Pages/Training-Manual.aspx>
- Georgia School Bus Specifications Manual
https://www.gadoe.org/Finance-and-Business-Operations/Pupil-Transportation/Documents/2019_School_Bus_Specifications_Approved.pdf
- American Red Cross First Aid Participant's Manual
<http://www2.umf.maine.edu/frc/wp-content/uploads/sites/100/2019/07/First-Aid-CPR-AED-Participants-Manual.pdf>
- National School Transportation Specification and Procedures
<https://www.schoolbusfleet.com/whitepaper/92/national-school-transportation-specifications-and-procedures>
- Georgia Traffic Law Motor Vehicle Code Title Code 40
<https://advance.lexis.com/container?config=00JAAzZDgzNzU2ZC05MDA0LTRmMDItYjkzMS0xOGY3MjE3OWNIODIKAFBvZENhdGFsb2fcIFJnJ2IC8XZi1AYM4Ne&crd=86db4da2-fc69-49be-8426-e226b1f48551>
- Pre/Post Trip Inspection of a school bus

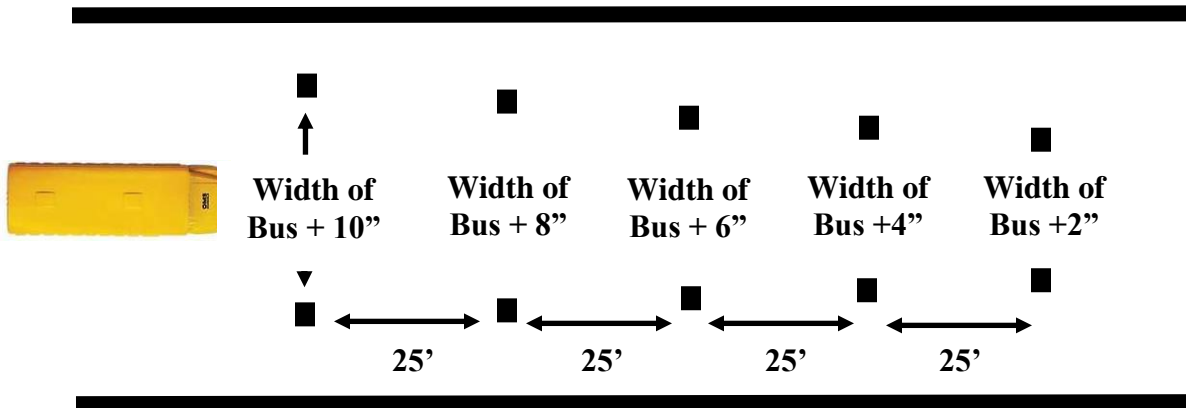
Some questions may be derived from information that is general knowledge to an experienced driver. Any questions referring to traffic laws will comply with the Georgia Traffic Law Motor Vehicle Code. The purpose of this event is to determine the extent of the driver's familiarity and knowledge of the important rules and regulations necessary to be a safe driver.

This event will be a 50 question event with a 30-minute time limit.

2. DIMINISHING CLEARANCE

EQUIPMENT:

Ten vertical stanchions or
Five pairs of standards



Distance between stanchions or standards are:

- Width of bus plus 10 inches at start
- Width of bus plus 8 inches
- Width of bus plus 6 inches
- Width of bus plus 4 inches
- Width of bus plus 2 inches

NOTE: The widest part of the bus that could hit the standards will be used for bus width.

MAXIMUM SCORE – 50 POINTS

PURPOSE OF EVENT: In this event the driver is required to drive the bus in a straight line with diminishing clearances and also to drive in a smooth and continuous manner. This event tests a driver's ability to judge spatial awareness of the bus when driving through narrowing conditions

INSTRUCTIONS: For the purpose of conducting this event five pairs of vertical stanchions/standards will be set up. The distance between each pair of stanchions/standards will be 25 feet.

Beginning at the first of the event, the width of the first pair of stanchions/standards will be equal to widest part of the bus plus 10 inches. Each pair will decrease in width in increments of 2 inches with the last stanchion/standard being width of bus plus 2 inches.

SCORING:

- Four (4) demerits will be charged for each instance of stopping the forward motion of the bus (with a maximum of 20 demerits).
- Two (2) demerits will be charged for each instance of jerky or uneven movement of the bus (with a maximum of 10 demerits).
- Ten (10) demerits will be given for each instance of touching a stanchion/standard.

DIMINISHING CLEARANCE

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 50 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

Circle each instance of stopping forward motion of bus:

(4) (4) (4) (4) (4) (maximum of 20 Demerits) _____

Circle each instance of uneven movement of bus:

(2) (2) (2) (2) (2) (maximum of 10 Demerits) _____

Circle each instance of bus touching stanchion/standard:

(10) (10) (10) (10) (10) (Not more than 50 Demerits) _____

Failure to:

Drive with the headlights on

50 Demerits _____

Wear seat belt properly

50 Demerits _____

Keep door closed during event

50 Demerits _____

Complete event

50 Demerits _____

Backed up during event

50 Demerits _____

TOTAL DEMERITS (Not to Exceed 50 demerits): _____

OFFICIAL SCOREKEEPER SIGNATURE: _____

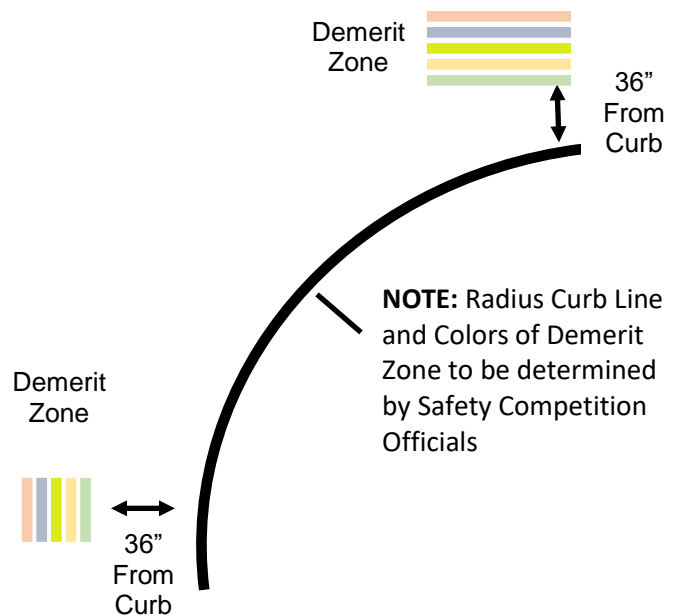
3. RIGHT TURN

EQUIPMENT:

Plywood Board ¼" thick by 36" x 15" or
Tape or
Paint for Demerit Zone Lines

MAXIMUM SCORE: 50 POINTS

PURPOSE OF EVENT: This event is designed to determine the driver's ability to properly position the bus to execute the right hand turn without touching curb or excessively encroaching on the adjacent traffic lanes.



CURB LINE AND DEMERIT ZONE STRIPES ARE 3" WIDE TAPE OR PAINT

3"	50
3"	40
3"	30
3"	20
3"	10

INSTRUCTIONS: In the layout of the event, the following shall be provided: a visible curbing line representing a typical street corner, a demerit zone for scoring purpose (one at the beginning and one at the end of the arc of the corner) and a corner arc on a radius of 17 to 25 feet (to be determined by safety competition officials).

The driver will approach the corner and turn on the right directional signal at an appropriate distance from the turn as required by law. The driver shall position the bus in the turn lane in order to execute the right turn without touching the curb line and with the least amount of lane encroachment possible on both streets. The point at which the turn is begun is determined by the driver's ability to judge the relationship of the bus to the corner and to compensate for the "off track" position of the rear wheels which increase with the wheel-base of the bus in a turn.

SCORING: Scoring will be based on the method in which the driver enters and recovers from the turn. If any tire touches the curb line at any time during this event, 50 demerits will be charged. If the right edge (the visible edge) of the right rear tire is completely within a demerit zone, the appropriate demerits will be made. In order to warrant a demerit score, the color of the demerit strip shall be visible to the curbside judge while the tire is completely within the demerit zone. For scoring purposes, only that portion of the tire tread that actually is in contact with the ground will be judged. Demerits increase in value as the position of the right rear outside tracking wheel moves in a wider arc throughout the turn. Fifteen (15) demerits shall be charged if the driver fails to give the appropriate turn signal.

RIGHT TURN

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 50 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

- | | | |
|---|-------------|-------|
| 1. Failure to properly use right turn signal | 15 Demerits | _____ |
| 2. Demerits Zone #1 | 10 Demerits | _____ |
| 3. Demerits Zone #2 | 20 Demerits | _____ |
| 4. Demerits Zone #3 | 30 Demerits | _____ |
| 5. Demerits Zone #4 | 40 Demerits | _____ |
| 6. Demerits Zone #5 | 50 Demerits | _____ |
| 7. Striking Curb | 50 Demerits | _____ |
| 8. Each Stop
(10) (10) (10) (10) (10) (maximum of 50 Demerits) | | _____ |

Failure to:

Drive with the headlights on 50 Demerits _____

Wear seat belt properly 50 Demerits _____

Keep door closed during event 50 Demerits _____

Complete event 50 Demerits _____

Backed up during event 50 Demerits _____

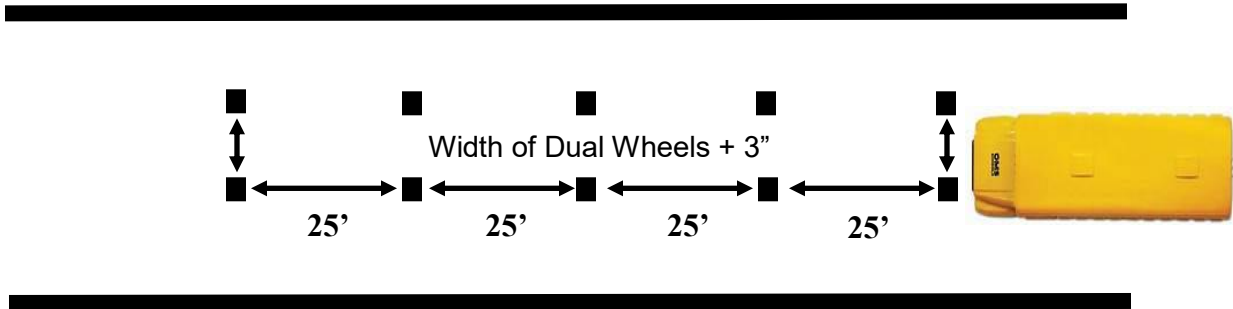
TOTAL DEMERITS (Not to Exceed 50 demerits): _____

OFFICIAL SCOREKEEPER SIGNATURE: _____

4. STRAIGHT LINE

EQUIPMENT:

Ten rubber or tennis balls on furniture casters or holders



Width distance between rubber/tennis balls are:

- Width of right side dual tires plus 3 inches

Length distance between rubber/tennis balls are:

- 25 feet

MAXIMUM SCORE: 50 POINTS

PURPOSE OF EVENT: To determine the driver's ability to maneuver right side front and rear dual wheels of school bus, driving a straight path, between the rubber/tennis balls of a given width.

INSTRUCTIONS: Right front and rear dual wheels of the bus must travel the path, between the rubber/tennis balls, without striking or moving the balls with any wheel. Bus must be operated in a continuous forward straight motion. The distance between the balls is width of dual tires plus 3 inches.

SCORING: Points will be deducted for stopping, touching or knocking balls off holders, backing during event, or changing course or pattern while driving.

STRAIGHT LINE

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 50 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

Circle each instance of stopping forward motion of bus:

(4) (4) (4) (4) (4) (maximum 20 Demerits) _____

Circle each instance of uneven movement of bus:

(2) (2) (2) (2) (2) (maximum of 10 Demerits) _____

Circle each instance where the bus touches or knocks rubber/tennis ball off:

(10) (10) (10) (10) (10) (maximum of 50 Demerits) _____

Driver changes course or pattern while driving:

(10) (10) (10) (10) (10) (maximum of 50 Demerits) _____

Failure to:

Drive with the headlights on 50 Demerits _____

Wear seat belt properly 50 Demerits _____

Keep door closed during event 50 Demerits _____

Complete event 50 Demerits _____

Backed up during event 50 Demerits _____

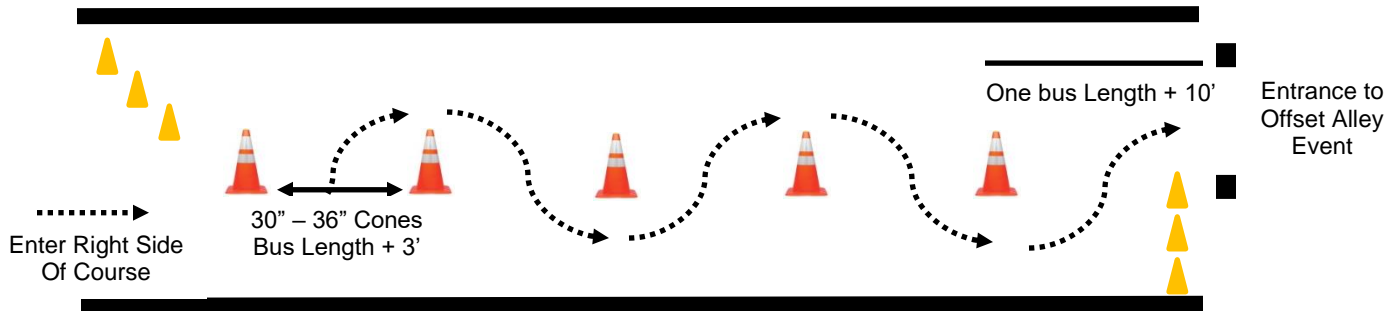
TOTAL DEMERITS (Not to Exceed 50 demerits): _____

OFFICIAL SCOREKEEPER SIGNATURE: _____

5. FORWARD SERPENTINE

EQUIPMENT:

Five (5) 30" – 36" cones
Six (6) 12" cones



Distance between 30 – 36 inch cones:

- One Bus Length plus 3 feet

Special Note: From last 30-36-inch cone, distance to entrance of Offset Alley Event must be one bus length plus 10 feet.

MAXIMUM SCORE: 50 POINTS

PURPOSE OF EVENT: This event is designed to determine the driver's ability to steer a school bus within close limits.

INSTRUCTIONS: Bus must pass through the 30"-36" cones alternately to the right of the first, the left of the second, etc... Bus must be operated in continuous forward motion at all times during the event.

SCORING: Demerits will be given for stopping or backing during the event, bumping, scraping or knocking over a cone. The driver will receive no points if he/she does not follow instructions or passes up the event.

FORWARD SERPENTINE

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 50 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

Circle each instance of stopping during event:

(10) (10) (10) (10) (10) (maximum of 50 Demerits) _____

Circle each instance where bus touches cone:

(10) (10) (10) (10) (10) (maximum of 50 Demerits) _____

Failure to:

Drive with the headlights on

50 Demerits _____

Wear seat belt properly

50 Demerits _____

Keep door closed during event

50 Demerits _____

Complete event

50 Demerits _____

Backed up during event

50 Demerits _____

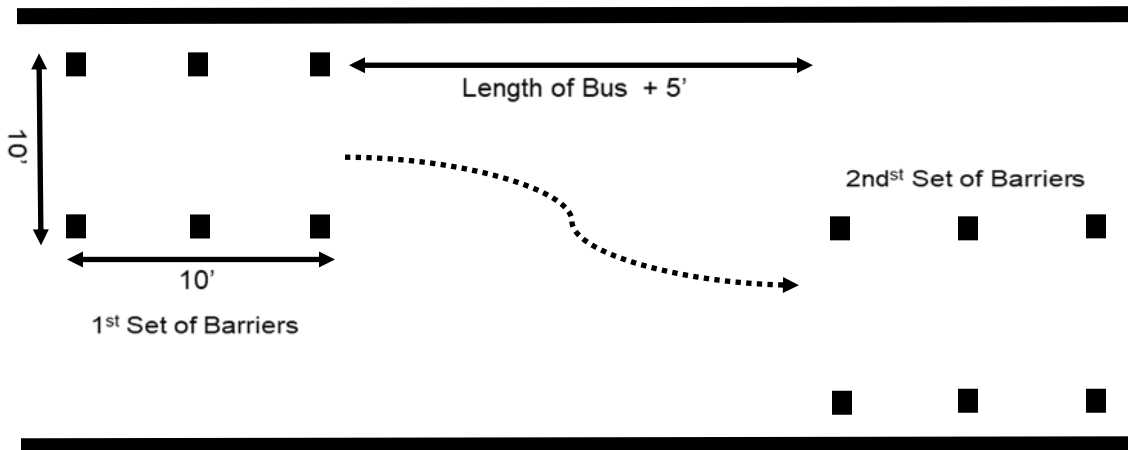
TOTAL DEMERITS (Not to Exceed 50 demerits):

OFFICIAL SCOREKEEPER SIGNATURE: _____

6. OFFSET ALLEY

EQUIPMENT:

Two (2) sets of standard (36" – 42" in height) or Eight (8) barrels and four (4) boards (10' in length)



MAXIMUM SCORE – 50 POINTS

PURPOSE OF EVENT: This event is designed to evaluate a driver's ability to handle the bus under actual or simulated driving conditions. An Offset Alley is set up to determine the driver's ability to drive the bus through two offset lanes with a minimum of hesitation and without touching barriers.

INSTRUCTIONS: Two sets of parallel barriers, 10 feet in length, are set up 10 feet apart. The right hand row of barriers from the 1st set should align with the left hand row of barriers of the 2nd set (see diagram). The distance between the two sets of barriers (from the end of the first set to the beginning of the second set) will be the length of a bus plus five (5) feet.

SCORING: Ten demerits will be given for each instance of stopping the forward motion of the bus while proceeding through the offset alley. The driver will be disqualified (50 demerits), if the bus is backed up or the bus door is opened at any time during the event.

Points for bumping or touching barrier(s) will be deducted as follows:

- 1st instance – 10 demerits
- 2nd instance – 10 demerits
- 3rd instance – 10 demerits
- 4th instance – 10 demerits
- 5th instance – 10 demerits

OFFSET ALLEY

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 50 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

Circle each instance of stopping forward motion of bus:

(8) (8) (8) (8) (8) (maximum of 16 Demerits) _____

Circle each instance where bus touches or knocks over markers (excluding base):

(10) (10) (10) (10) (10) (maximum of 50 Demerits) _____

Driver fails to follow directions and runs over equipment: 50 Demerits _____

Failure to:
Drive with the headlights on 50 Demerits _____

Wear seat belt properly 50 Demerits _____

Keep door closed during event 50 Demerits _____

Complete event 50 Demerits _____

Backed up during event 50 Demerits _____

TOTAL DEMERITS (Not to Exceed 50 demerits): _____

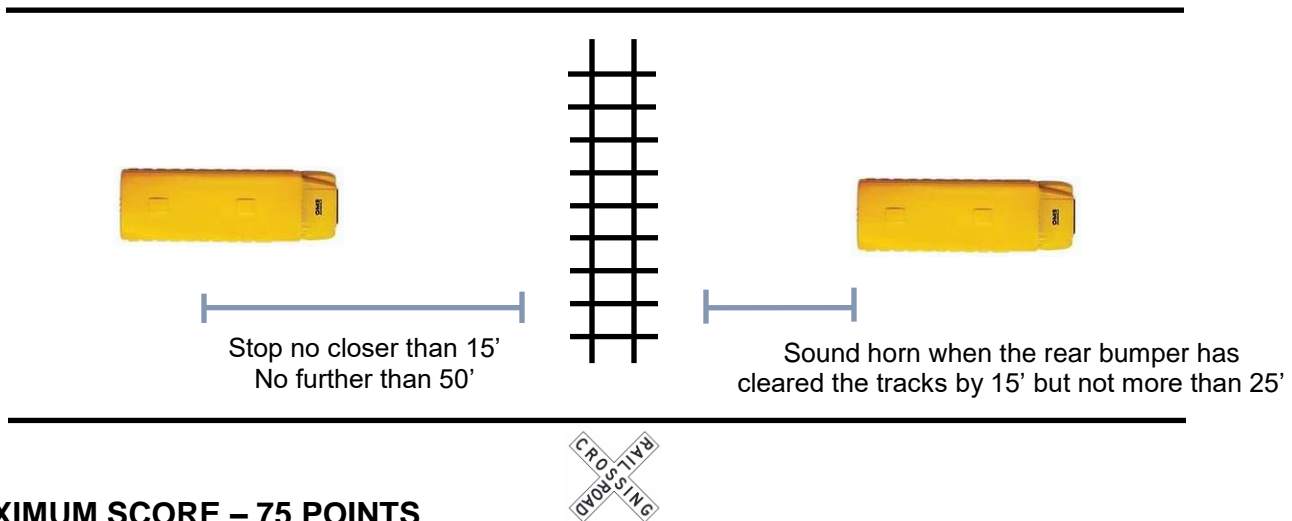
OFFICIAL SCOREKEEPER SIGNATURE: _____

7. RAILROAD CROSSING AND CLEARANCE

EQUIPMENT:

Railroad Crossing Sign(s)

Simulated Railroad Crossing (painted, tape, or actual)



MAXIMUM SCORE – 75 POINTS

PURPOSE OF EVENT: The railroad crossing represents one of the greatest hazards insofar as mass casualties or fatalities are concerned. This event evaluates the driver's degree of care and knowledge of the laws, rules and regulations when required to operate a school bus across railroad tracks. This event evaluates the driver's ability to determine the clearance of the tracks with the back of the vehicle.

INSTRUCTIONS: A simulated railroad crossing is laid out as follows:

- A two lane roadway crossing, one parallel set of tracks.
- Railroad crossing signs properly positioned to the right side of the roadway.

SCORING: Drivers are judged from the time they approach the crossing until they reach the other side of the crossing. They will be checked on the use of directional signals and mirrors, stopping the bus, opening the door and window, checking the tracks, driving across the railroad tracks, etc...

Recommended procedures are outlined in "GADoE Unit 9 Lesson" and "Georgia DDS Commercial Driver Manual" which will be used for the basis of scoring. After the driver has crossed the railroad tracks they will sound the horn when ready to be judged for proper rear bumper clearance from the tracks by 15 – 25 feet. After scoring the judge will signal the driver to advance to the next event.

RAILROAD CROSSING AND CLEARANCE

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 75 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

Failed to activate hazards upon approach to tracks	10 Demerits _____
Failed to check left outside mirror on approach	5 Demerits _____
Failed to check right outside mirror on approach	5 Demerits _____
Failed to check inside mirror on approach	5 Demerits _____
Failed to stop between 15 and 50 feet from the nearest rail	25 Demerits _____
Failed to open door once stopped at tracks	10 Demerits _____
Failed to open window, shut off all noise making devices	10 Demerits _____
Failed to check left outside mirror before crossing tracks	5 Demerits _____
Failed to check right outside mirror before crossing tracks	5 Demerits _____
Failed to check inside mirror before crossing tracks	5 Demerits _____
Failed to close door before crossing tracks	75 Demerits _____
Failed to clear back of bus at least 15 feet from the nearest rail after crossing but not more than 25 feet.	25 Demerits _____
Failed to cancel hazards signals after clearing tracks	5 Demerits _____
Failure to: Drive with the headlights on	50 Demerits _____
Wear seat belt properly	50 Demerits _____
Keep door closed during event	50 Demerits _____
Complete event	50 Demerits _____
Backed up during event	50 Demerits _____
TOTAL DEMERITS (Not to Exceed 50 demerits):	_____

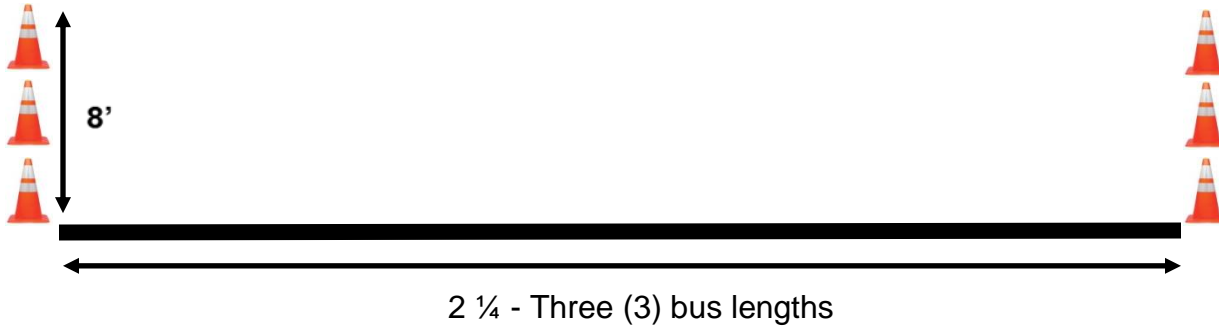
OFFICIAL SCOREKEEPER SIGNATURE: _____

5. CURB LINE

EQUIPMENT:

Six (6) 28" cones

2x4 or 4x4 boards for curb or tape or paint



MAXIMUM SCORE: 50 POINTS

PURPOSE OF EVENT: To develop a driver's skill in pulling close to the curb within a limited distance in a forward movement. Backing into the space is not allowed.

INSTRUCTIONS: The course will be set up to simulate a limited curb length between parked cars. Drivers will use their right turn signal and pull close to the curb with both front and rear tires, without hitting the curb. You should allow enough distance ahead of your bus to pull away from the curb without having to back up. **Drivers will sound horn when ready to be judged.** Drivers will use their left turn signal and left outside mirror before pulling back into traffic.

SCORING: Twenty-Five (25) demerits will be given for failure to use right turn signal, and twenty-five (25) demerits will be given for failure to use left turn signal. Fifty (50) demerits will be given for backing up or for hitting the curb. For each 6" or portion thereof that the rear dual wheels are away from the curb, five (5) demerits will be given. The total demerits given will not exceed 50.

CURB LINE

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 50 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

Failure to use right turn signal

25 Demerits _____

Hitting curb or barriers

50 Demerits _____

Driver failed to sound horn

50 Demerits _____

CURB ZONES:

- Bus parked in Zone 1 – (0" – 6") 0 Demerits _____
- Bus parked in Zone 2 – (7" – 12") 5 Demerits _____
- Bus parked in Zone 3 – (13" – 18") 10 Demerits _____
- Bus parked in Zone 4 – (19" – 24") 15 Demerits _____
- Bus parked in Zone 5 – (25" – 30") 20 Demerits _____
- Bus parked in Zone 6 – (31" – 36") 25 Demerits _____
- Bus parked beyond 36" 30 Demerits _____

Failure to use left turn signal

25 Demerits _____

Failure to:

Drive with the headlights on

50 Demerits _____

Wear seat belt properly

50 Demerits _____

Keep door closed during event

50 Demerits _____

Complete event

50 Demerits _____

Backed up during event

50 Demerits _____

TOTAL DEMERITS (Not to Exceed 50 demerits):

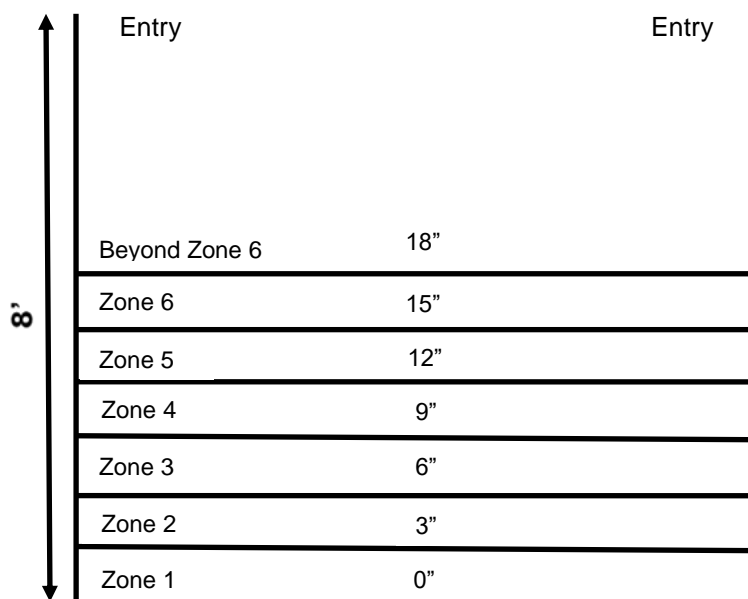
OFFICIAL SCOREKEEPER SIGNATURE: _____

9. PARALLEL PARKING

EQUIPMENT:

Rope (will simulate curb)
Two (2) Barriers (See page 39)

MAXIMUM SCORE: 50 POINTS



PURPOSE OF EVENT: This event is designed to determine the driver's ability to park the bus parallel to a curb without touching the curb or either barrier placed at both ends of the parking area it is also designed to judge the driver's ability to drive the bus out of the parking area without touching the barriers or the curb.

INSTRUCTIONS: A section of rope will represent the curb. Two (2) barriers will be set at right angles to the curb line, extending out eight (8) feet from the curb. Each zone will be three (3) inches in width. The distance between the barriers will be:

- For transits – length of bus plus six (6) feet
- For conventional – Length of bus plus seven (7) feet
- For a small bus – Length of bus plus seven (7) feet

Entering the Parking Zone: The driver will be permitted to back up twice (this includes the original backup in approach before demerits are charge).

Measurements: Sound the horn when ready to be judged. A measurement will be made to determine how close the bus is parked to the curb line. Measurements are taken from the rear wheels or the center of the entrance door, whichever is the farthest from the inside of the curb.

Exiting the Parking Zone: The driver will be permitted two (2) additional backups to exit the event before demerits are taken.

SCORING: Scoring will be based on the driver's ability to enter, park and exit the parking stall while avoiding demerits.

PARALLEL PARKING

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 50 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

ENTERING THE PARKING AREA

Failure to activate directional signal	25 Demerits	_____
Circle each instance of backing more than twice (0) (0) (25) (25) (maximum of 50 Demerits)		_____
Bus touches any barrier	50 Demerits	_____
Tire touches any barrier	50 Demerits	_____
Failure to park bus and sound horn	15 Demerits	_____

PARKING ZONES

Bus Parked in Zone 1 (0" – 3")	0 Demerits	_____
Bus Parked in Zone 1 (3" – 6")	5 Demerits	_____
Bus Parked in Zone 1 (6" – 9")	10 Demerits	_____
Bus Parked in Zone 1 (9" – 12")	15 Demerits	_____
Bus Parked in Zone 1 (12" – 15")	20 Demerits	_____
Bus Parked in Zone 1 (15" – 18")	25 Demerits	_____
Bus Parked beyond Zone 6	30 Demerits	_____

EXITING PARKING ZONE

Failure to activate directional signal	25 Demerits	_____
Circle each instance of backing more than twice (0) (0) (25) (25) (maximum of 50 Demerits)		_____
Bus touches any barrier	50 Demerits	_____
Tire touches any barrier	50 Demerits	_____

Failure to:

Drive with the headlights on	50 Demerits	_____
Wear seat belt properly	50 Demerits	_____
Keep door closed during event	50 Demerits	_____
Complete event	50 Demerits	_____

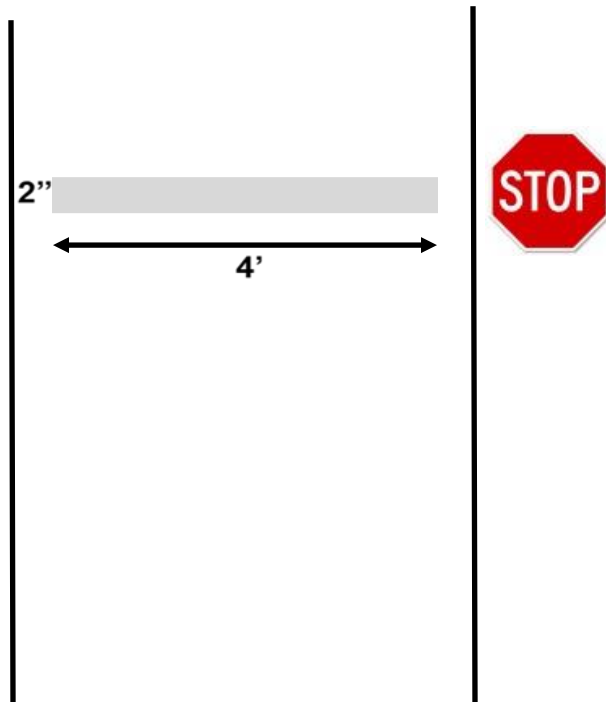
TOTAL DEMERITS (Not to Exceed 50 demerits): _____

OFFICIAL SCOREKEEPER SIGNATURE: _____

10. STOP LINE

EQUIPMENT:

- 2" wide tape (4' long)
- 1 Stop Sign
- Two (2) 36" cones (optional)



MAXIMUM SCORE – 25 POINTS

PURPOSE OF EVENT: This event is designed to determine the driver's depth perception, the ability to use crossover mirrors and the ability to bring the bus to a smooth and complete stop.

INSTRUCTIONS: A stop line, four (4) feet long and two (2) inches wide will be established. The driver will be expected to bring the bus to a complete stop as close to the stop line as possible. Only one stop should be made. Demerits will be given for more than one stop. Driver will sound horn when ready to be judged.

Measurement: Will be made from center of front bumper of bus to inside edge of established stop line.

SCORING: Drivers are judged as to how close they can get to the stop line without stopping on top of it or going over it.

STOP LINE

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 25 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

Circle each instance of bus being brought to a stop more than once:

(0) (5) (5) (5) (maximum of 15 Demerits) _____

Stops with bumper beyond line: 25 Demerits _____

Check for each two (2) inches bus is stopped over tolerance:
(Three [3] demerits per each two [2] inches)

Stop Line

0" - 2"	0 Demerits _____
3" - 4"	3 Demerits _____
5" - 6"	6 Demerits _____
7" - 8"	9 Demerits _____
9" - 10"	12 Demerits _____
11" - 12"	15 Demerits _____
13" - 14"	18 Demerits _____
15" - 16"	21 Demerits _____
17" - 18"	24 Demerits _____
19" - 20"	25 Demerits _____

Failure to sound the horn to be judged 10 Demerits _____

Failure to:
Drive with the headlights on 25 Demerits _____

Wear seat belt properly 25 Demerits _____

Keep door closed during event 25 Demerits _____

Complete event 25 Demerits _____

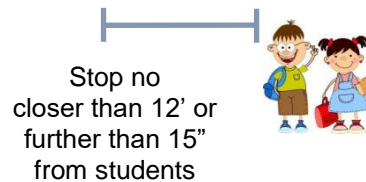
TOTAL DEMERITS (Not to Exceed 25 demerits): _____

OFFICIAL SCOREKEEPER SIGNATURE: _____

11. ELEMENTARY STUDENT LOADING

EQUIPMENT:

Student Placard or student manikins representing student stop
One (1) rope



MAXIMUM SCORE – 50 POINTS

PURPOSE OF EVENT: Loading of elementary students can be one of the most life threatening maneuvers a school bus driver performs. This event is designed to evaluate the driver's alertness to the loading of elementary passengers and to determine their ability to remember and perform several other important functions instrumental to such loading. Such items include proper use of directional signals, amber (yellow) warning lights, mirrors, red student lights, stop arm and proper stopping distances from students.

INSTRUCTIONS: A rope to represent the edge of roadway or curb will mark the loading area. For loading passengers the driver will pull into the loading area. The driver will utilize the amber (yellow) warning lights (200 feet prior to entering the loading zone). The driver will then use the red student lights and stop arm when stopped to load students.

During the maneuver the driver will be evaluated for mirror use before and after the stop, proper use of amber and red lights, smooth stopping, lane position while stopped, transmission in neutral with parking brake set before door is opened. The driver must stop front bumper at least twelve (12) feet back from the student(s), but not more than fifteen (15) feet.

SCORING: Drivers are evaluated from the time they approach the loading zone until they depart the loading zone. They will be evaluated on the use of all proper loading techniques and use and operation of school bus safety features for loading.

ELEMENTARY STUDENT LOADING

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 50 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

Failed to activate amber (yellow) lights 50 Demerits _____

Failed to perform proper mirror checks before loading (5 points for each mirror):

(5) (5) (5) (5) (5) 25 Demerits _____

Circle each instance of uneven movement or sudden stop:

(2) (2) (2) (2) (2) (maximum of 10 Demerits) _____

Bus stopped closer than twelve (12) feet from student(s) 50 Demerits _____

Bus stopped further than fifteen (15) feet from student(s) 25 Demerits _____

Failed to set parking brake and place transmission in Neutral before opening passenger door 50 Demerits _____

Failed to activate red student lights, stop arm, crossing gate and open passenger door 50 Demerits _____

Failed to close bus passenger door before placing bus In forward motion 50 Demerits _____

Failed to perform mirror check after loading and before moving into traffic (5 points for each mirror)

(5) (5) (5) (5) (5) 25 Demerits _____

Failure to:

Drive with the headlights on 50 Demerits _____

Wear seat belt properly 50 Demerits _____

Complete event 50 Demerits _____

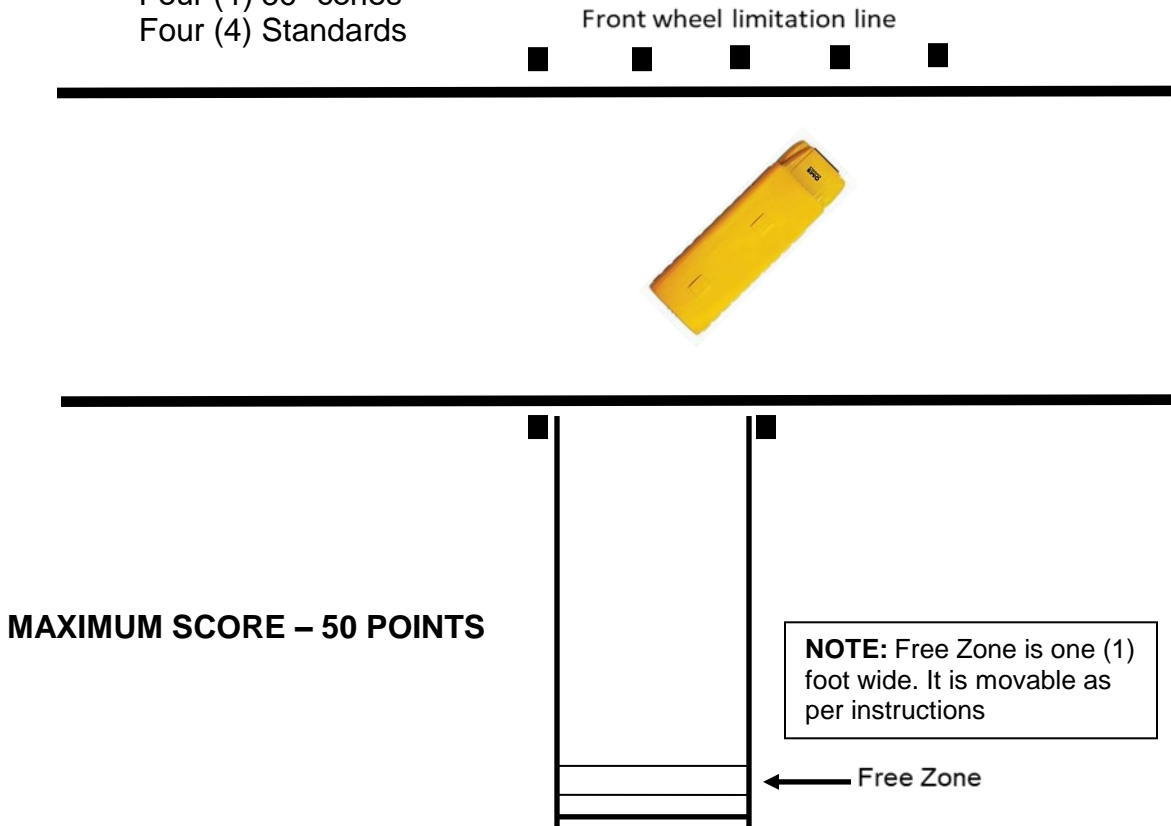
TOTAL DEMERITS (Not to Exceed 50 demerits): _____

OFFICIAL SCOREKEEPER SIGNATURE: _____

12. BACK UP

EQUIPMENT:

Duct Tape
Five (5) 18" cones
Four (4) 36" cones
Four (4) Standards



PURPOSE OF EVENT: This event is designed to evaluate the driver's ability to back the bus into a stall. A stall the width of the bus plus two (2) feet is provided into which the driver must back their bus without touching the upright standards and without crossing over the stall limit marker lines. Depth perception is tested by penalizing the driver for backing too close to the rear barrier, or parking the bus too far from the rear barrier, or not having the bus centered in the stall.

INSTRUCTIONS: Two (2) parallel markings on the ground the width of the bus plus two (2) feet identify each stall. Each front corner of the stall will be marked by upright standards. In order to limit the driver's maneuvering room, a front wheel limitation line will be placed on the ground perpendicular to the stall parallel marker lines. The distance from the front stall standards to the wheel limitation line will be as follows:

- Transit – Length of bus plus 1'
- Conventional – Length of bus plus 4'
- Van-type bus – Length of bus plus 6'

12. BACK UP CONTINUED

INSTRUCTIONS (CONTINUED): The approach to the backup stall will be made from the right side ONLY. The bus must be parked in the stall, parking brake set, and the horn sounded when ready to be judged. Each driver will be permitted one backup before demerits are charged for additional backups. There will be a one (1) foot free zone, four (4) to five (5) feet in front of the rear barriers in the center of the stall. After the bus is measured, the driver will exit the stall between the upright standards.

SCORING: Demerits will be charged if the bus is parked in front of or behind the free zone. Demerits will be charged if front wheels touch limitation line, any portion of the bus touches the stall sidelines, upright standards or driver fails to park bus and sound horn.

BACK UP

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 50 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

Tire touches wheel limitation line 50 Demerits _____

Bus touches the front upright standard(s) 50 Demerits _____

Tire touches stall sidelines 50 Demerits _____

Failed to park bus and sound horn 50 Demerits _____

Circle each instance of forward motion after the first backup
(Not including exiting the event)

(0) (25) (25) (maximum of 50 Demerits) _____

Bus parked more than 1" off the center line,
(Two [2] demerits for each infraction thereof)

(2) (4) (6) (8) (10) (12) (14) (maximum of 14 Demerits) _____

Bus parked in front of the one (1) foot free zone:
(Five [5] demerits for each 6" or infraction thereof)

(5) (10) (15) (20) (25) (30) (35) (40) (45) (50) (maximum of 50 Demerits) _____

Bus parked behind the one (1) foot free zone:
(Ten [10] demerits for each 6" or infraction thereof)

(10) (20) (30) (40) (50) (maximum of 50 Demerits) _____

Bus extends into or over rear barrier 50 Demerits _____

Failure to:

Drive with the headlights on 50 Demerits _____

Wear seat belt properly 50 Demerits _____

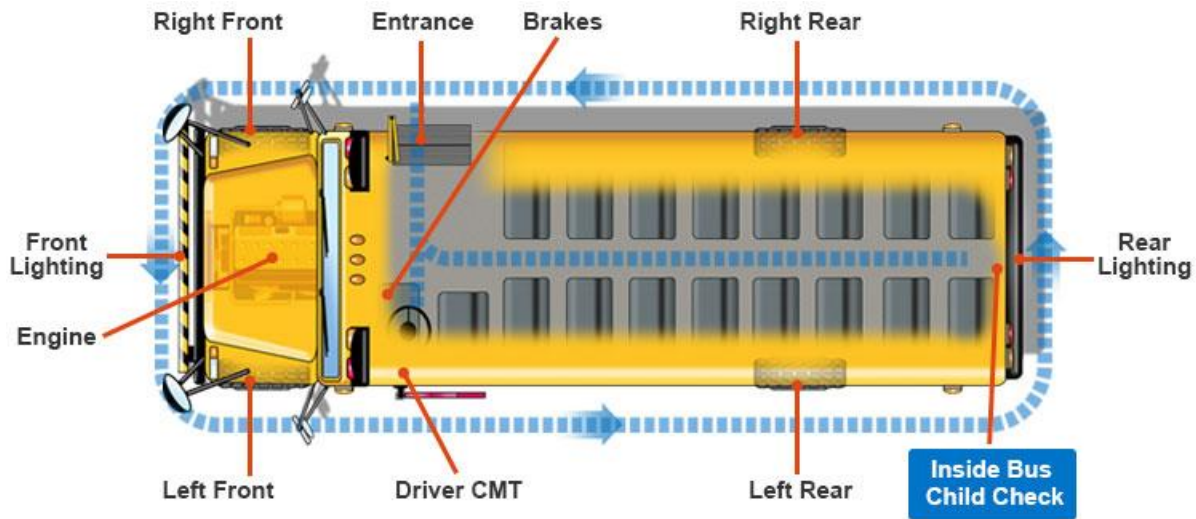
Complete event 50 Demerits _____

TOTAL DEMERITS (Not to Exceed 50 demerits): _____

OFFICIAL SCOREKEEPER SIGNATURE: _____

OPTIONAL EVENTS

13. PHYSICAL AND VERBAL VEHICLE INSPECTION



MAXIMUM SCORE – 75 POINTS

PURPOSE OF EVENT: A school bus driver is required to make a daily inspection of his or her bus before transporting pupils. A school bus found to be unsafe shall not be used for the transportation of pupils until such defects are corrected. Each inspection should be planned and conducted in a systematic and logical manner to assure that all defects are noted. The purpose of this event is to evaluate the driver's efficiency of conducting such an inspection.

INSTRUCTIONS: THIS EVENT IS DIVIDED INTO TWO CATEGORIES.

1. An evaluation in a systematic manner.
2. To evaluate driver's ability to make a complete physical inspection of the general interior and exterior of the bus. Interior includes but not limited to: general condition of bus interior, all glass, seats, first aid kit, mirrors, horn, all gauges and instrumentation, windshield wipers, all brakes, all lights, all emergency exits, entrance door. Exterior includes but not limited to: general condition of bus exterior, all tires and air. HOOD IS NOT TO BE OPENED.

A time of five (5) minutes will be allowed for each driver. If any reasonable assistance is needed in checking the bus, the evaluator will assist in any way that does not violate the spirit of the event, as in checking the operation of the stop lights.

Drivers will inform the evaluator verbally of the items they feel are defective. There will be five (5) defects of the vehicle that should be discovered by the driver on a daily check. Unless instructed otherwise, the vehicle is not to be started.

NOTE: In view of the recent tragic bus accidents and the national concern and interest in school buses, special attention should be devoted to this event.

PHYSICAL AND VERBAL VEHICLE INSPECTION (Optional Event)

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 75 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

Allow five (5) minutes to locate five defects.

DEFECTS LOCATED:

1. _____

2. _____

3. _____

4. _____

5. _____

Number of defects not located _____ x 10 points = _____

Failure to use systematic procedure during inspection 25 Demerits _____

TOTAL DEMERITS (Not to Exceed 75 demerits): _____

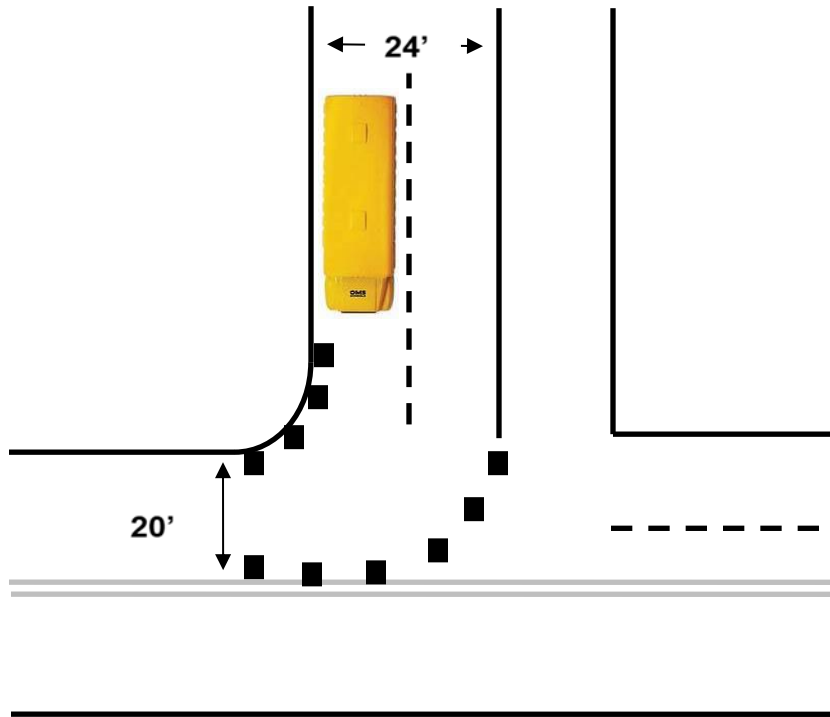
OFFICIAL SCOREKEEPER SIGNATURE: _____

14. OPTIONAL RIGHT TURN

EQUIPMENT:

Approximately Six (6) 28" cones

Approximately Six (6) 12" cones



MAXIMUM SCORE – 50 POINTS

PURPOSE OF EVENT: This event is designed to determine the driver's proficiency in judging the distances and handling of the bus in making a right turn at a street intersection.

SCORING: Everything required of a driver in making a smooth right turn at a street intersection will be included. It will be assumed that neither street is an arterial nor is a stop of the bus required. Driver will be scored on use of turn signal, checking cross traffic, proper traffic lane, hitting curb or cones and running over center line.

OPTIONAL RIGHT TURN (Optional Event)

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 50 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

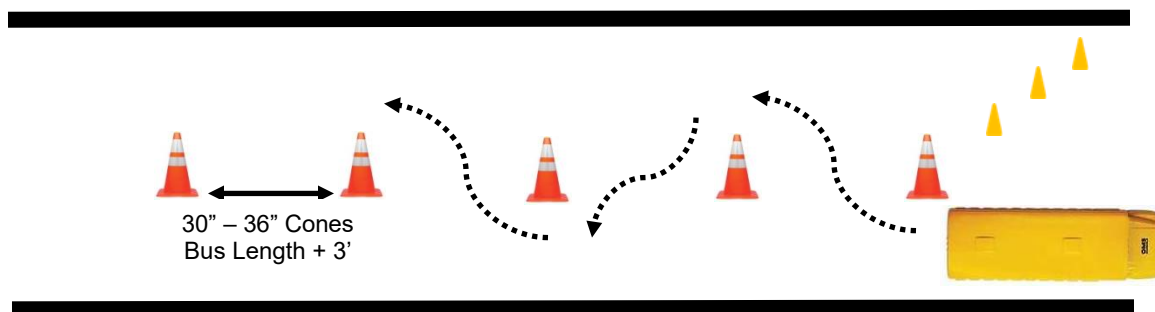
Failed to use right turn signal	25 Demerits _____
Failed to check for traffic	25 Demerits _____
Crossed over center line of street or hit cones	
• Approaching street	20 Demerits _____
• Cross street	10 Demerits _____
Hit parked car pylon or curb	50 Demerits _____
Each time bus stops more than once	10 Demerits _____
Failure to:	
Drive with the headlights on	50 Demerits _____
Wear seat belt properly	50 Demerits _____
Keep door closed during event	50 Demerits _____
Complete event	50 Demerits _____
Backed up during event	50 Demerits _____
TOTAL DEMERITS (Not to Exceed 50 demerits): _____	

OFFICIAL SCOREKEEPER SIGNATURE: _____

15. BACKWARD SERPENTINE

EQUIPMENT:

Five (5) 30" – 36" cones
Six (6) 12" cones



Distance between 30 – 36 inch cones:

- One Bus Length plus 3 feet

Rear Bumper of bus must be in front of first cone before backing is started

MAXIMUM SCORE: 50 POINTS

PURPOSE OF EVENT: This event is designed to determine the driver's ability to steer a school bus within close limits.

INSTRUCTIONS: Bus must pass through the 30"-36" cones alternately to the right of the first, the left of the second, etc... Bus must be operated in continuous rearward motion at all times during the event.

SCORING: Demerits will be given for stopping or pulling forward during the event, bumping, scraping or knocking over a cone. The driver will receive no points if he/she does not follow instructions or passes up the event.

BACKWARD SERPENTINE (Optional Event)

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 50 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

Circle each instance of stopping during event:

(10) (10) (10) (10) (10) (maximum of 50 Demerits) _____

Circle each instance where bus touches cone:

(10) (10) (10) (10) (10) (maximum of 50 Demerits) _____

Failure to:

Drive with the headlights on 50 Demerits _____

Wear seat belt properly 50 Demerits _____

Keep door closed during event 50 Demerits _____

Complete event 50 Demerits _____

Backed up during event 50 Demerits _____

TOTAL DEMERITS (Not to Exceed 50 demerits): _____

OFFICIAL SCOREKEEPER SIGNATURE: _____

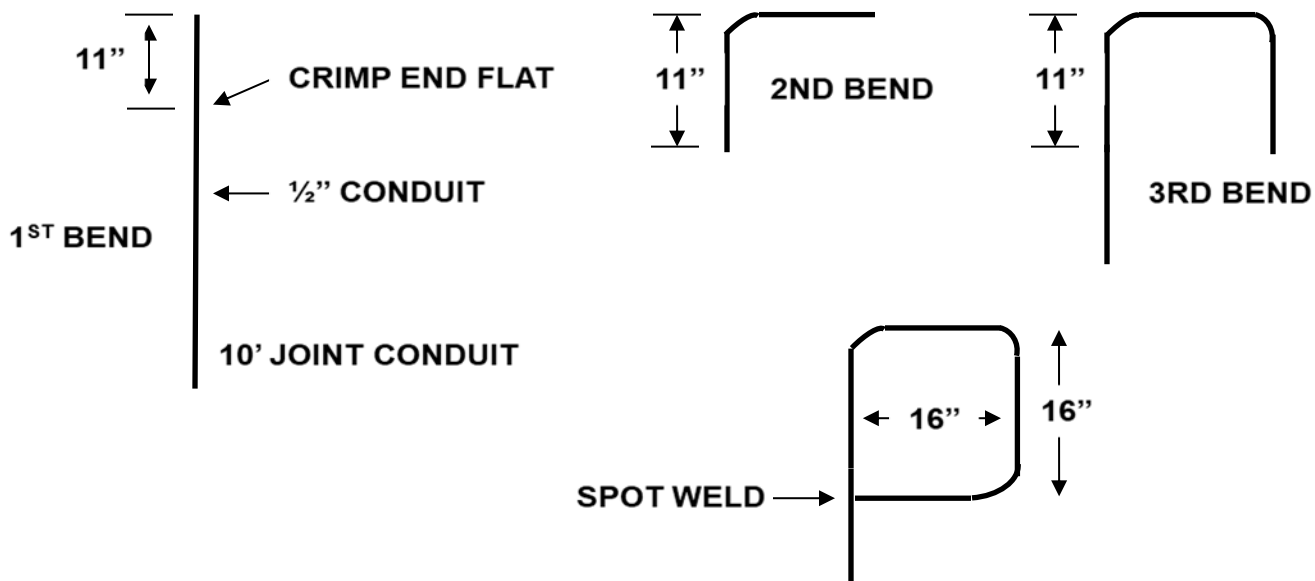
EQUIPMENT TO USE:



TOTAL STAND HEIGHT INCLUDING BASE: 40" - 42"

STAND:

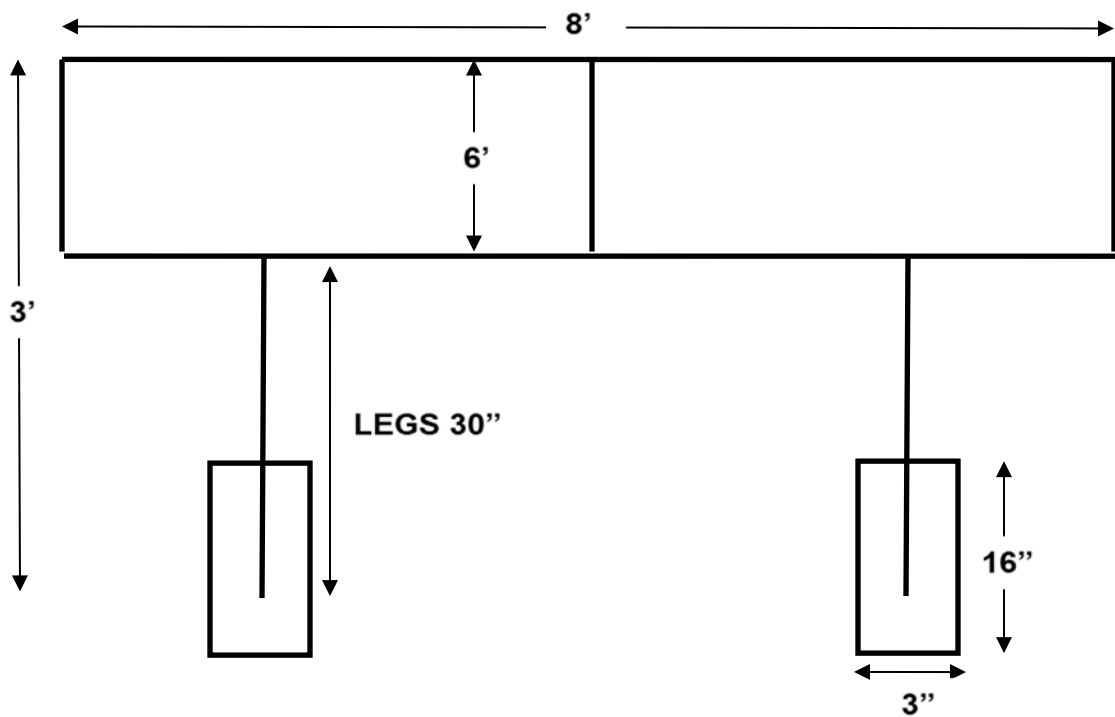
- BRAKE ROTOR – 5/8" X 6"
- BOLT WELDED IN CENTER





MATERIAL:

- ½" STEEL TUBING W/1/8" FLAT STEEL or
- PVC PIPING



BUS MEASURING POINTS

Back Up



Measure from the center of the front and rear bumper only.

Curb Line



Center & bottom of the rear tire & the widest point of the body just behind the entrance door (Do Not Measure from the Tire Bulge).

Parallel Parking/Curb line and Back Up



Measuring from the center of the bottom of the tire



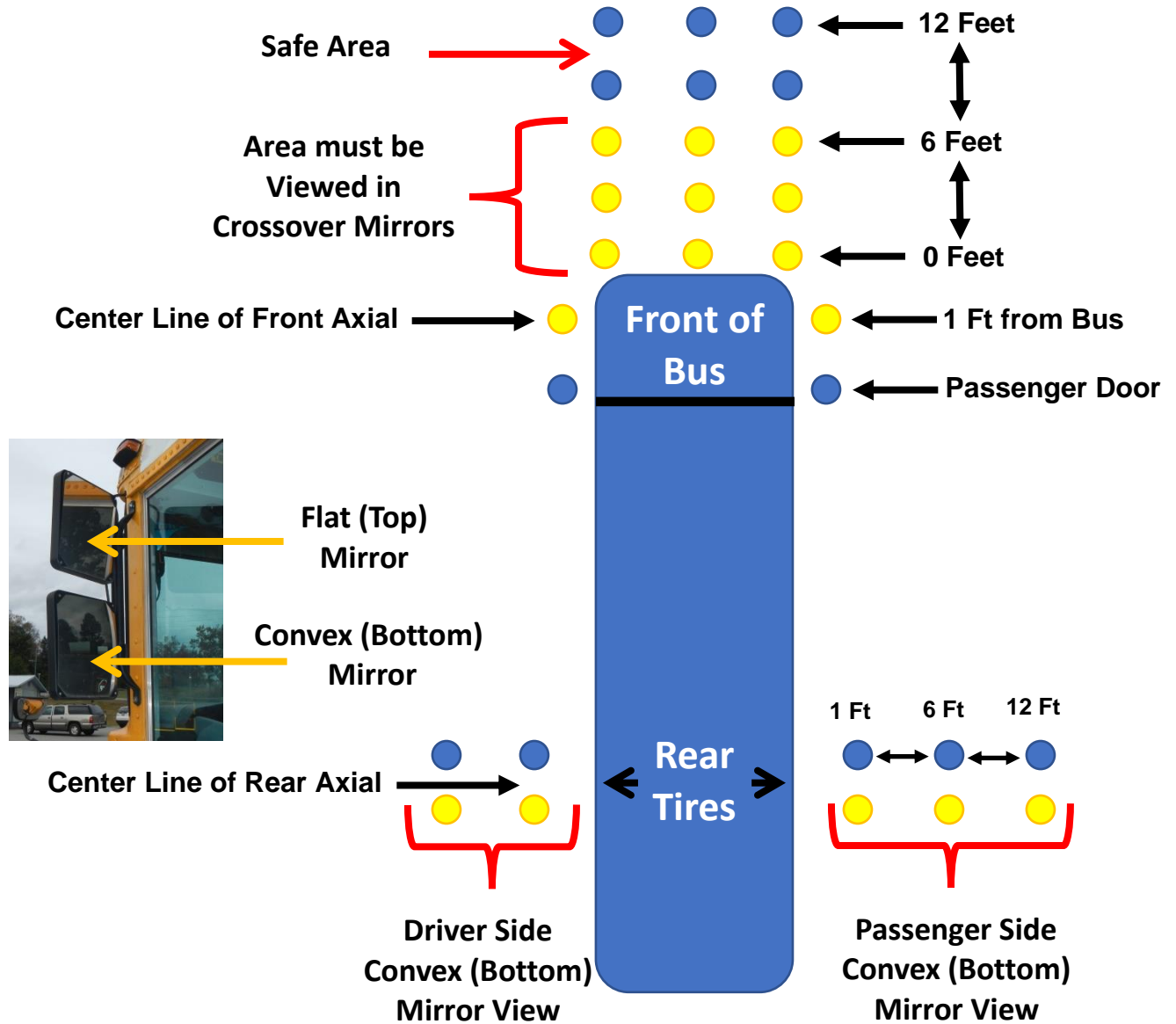
Measuring from the body

Stop Line



Measure from the center of the front bumper only, not the crossing gate.

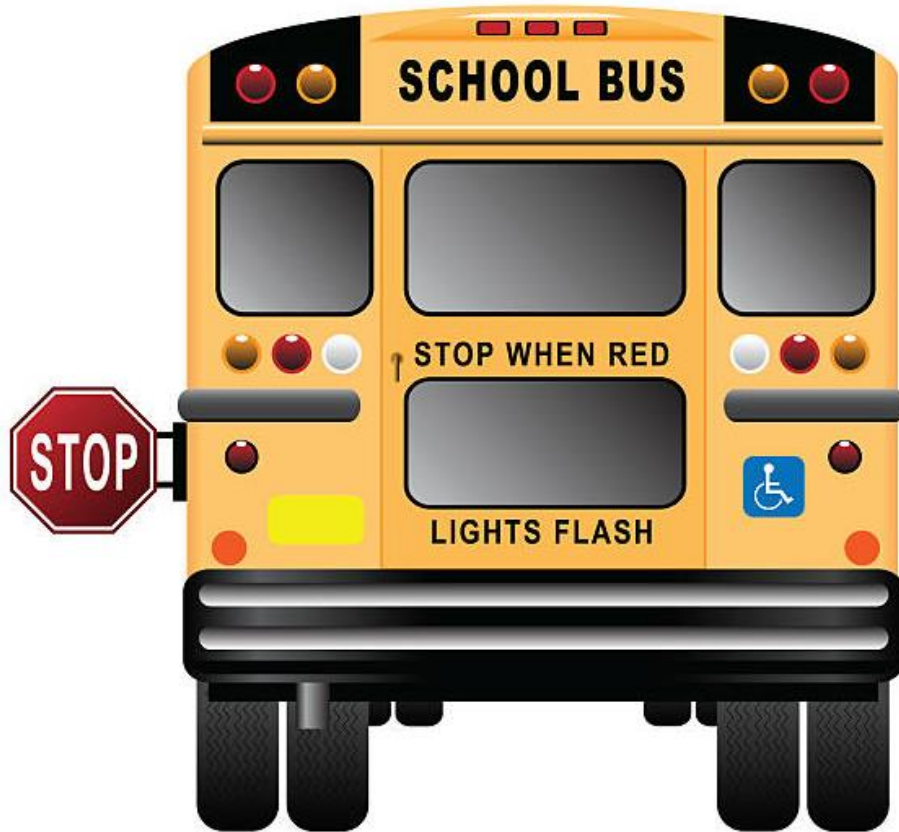
SCHOOL BUS MIRROR ALIGNMENT DIAGRAM



FMVSS 111 effective for School Buses

Flat (Top) Mirror: Must be able to see top of rear tire and 200 feet behind bus.

Convex (Bottom) Mirror: Must be able to see bottom of rear tire and forward to passenger door and/or driver's window.



IMPROVED SKILLS

IMPROVED PERFORMANCE