

SAFETY POLICY STATEMENT

As a supplement to policy #440, the following safety policy statement outlines management and employee responsibilities with respect to the use of school vehicles. A signed statement must be on file with the maintenance engineer before an employee will be allowed the use of a school vehicle.

- A. Vehicles: Motor vehicles provided by the school district must be maintained in good mechanical condition. To this end the custodial department shall provide regular servicing. The vehicle driver(s) are responsible for keeping the vehicle clean inside and out, fueling of vehicle during the week at a District selected filling station, and operating it safely in accord with all local and state vehicle codes and laws.
  
- B. Drivers: Employees must understand and accept the responsibility for operating vehicles in a safe, lawful and courteous manner. Motor Vehicle license checks shall be conducted upon hire, during employment and after any accidents. Drug testing and vehicle inspections may be considered a part of this policy. Drivers shall adhere to the following: mandatory seat belt usage, no personal use of school vehicles, immediate reporting of any/all traffic violations, any/all accidents, proper loading of vehicles, and all other school and state regulation.
  
- C. Operations: Reckless or aggressive driving practices will not be tolerated. Drivers are expected to conduct themselves in a courteous, professional manner at all times. Alcohol, tobacco, or the use of drugs is not permitted by the driver or any passengers in the vehicle.
  
- D. Management: Management is responsible for selecting vehicles that are appropriate for the job to be accomplished, providing proper service and maintenance, and having safety equipment to protect the driver and its passengers.

Driver signature below indicated that you have read and understand policy #440 and this statement. Furthermore, you agree that any noncompliance with the parameters of policy #440 or this statement may result in the loss of school vehicle driving privileges and/or forfeiture of mileage reimbursement for use of personal vehicle.

Driver Name: \_\_\_\_\_

Driver License Number: \_\_\_\_\_

Driver Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Approved - July 9, 1996  
Approved - August 26, 2996  
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