

BUS EVACUATION SAFETY DRILL

DRIVER NAME

BUS NUMBER

ESE: YES NO

This report is to be filed at the school.
School principals are to direct school bus emergency drill on each bus serving the school during the first six (6) weeks of each semester, and maintain documentation for all students. (State Board of Education Rule 6A-3.017)

PLACE OF DRILL	DATE	NUMBER OF STUDENTS EVACUATED	TIME TO UNLOAD MINUTES / SECONDS	WAS THE EMERGENCY DOOR IN GOOD WORKING CONDITION

Emergency exits used (Check all that apply): Rear Door Side Door Front Door

Emergency procedures discussed / demonstrated: Yes No

Wheelchair / ESE evacuation: Yes No

Lift used Blanket used Other (Explain): _____

9600-TRA-026 Revised: December 1, 1996 Retention: 5 Years

GENERAL PROCEDURES TO FOLLOW FOR EMERGENCY EVACUATION:

Move evacuated students to the nearest safe location at least 100 feet (approximately 3 bus lengths) from the school bus. The dispersal / regrouping area must be upwind of any fire situation.

Identify which students might run following evacuation so they could be evacuated with the driver or aide.

Wheelchair, ESE students require special handling during school bus evacuation. Blankets Should be carried on all lift buses.

Chaperons or teachers on field trips should be assigned to areas where they could be the most help in the event of an emergency.