

Vehicle Operations Procedures

All individuals other than Type I bus drivers must submit to the district office the following annually:

- A photocopy of his/her driver's license
- A photocopy of his/her valid and current first aid card
- Documentation that he/she has completed a Lynden School District sponsored transportation safety training course
- Completed district transportation packet that contains Driver's Statement of Assurance, Physical Health Assurance, Applicant Disclosure, and Request for Driving Abstract of School Bus Driver forms

The following individuals must take a transportation safety training course regardless of previous completion of the course:

- Employees new to the district who have not completed a Lynden School District sponsored transportation safety training course.
- Individuals whose driving record abstract exhibits a moving violation during the preceding 12 months. This requirement may be waived for minor violations upon superintendent approval.
- Individuals who damage any school vehicle while operating or in charge of the vehicle.
- Individuals who have not successfully completed a transportation safety training course within the preceding 5-year time period.

All records required by this policy or procedure must be on file in the district office prior to the individual transporting students.