

## **BUS DRIVER REQUIREMENTS, TRAINING, AND RESPONSIBILITIES**

### **(INCLUDES BUS ASSISTANTS AND SUBSTITUTES)**

Bus drivers and support staff employed by the District or employed by contractors who provide transportation services to the District shall comply with applicable provisions of the Commercial Motor Vehicle Safety Act of 1986 and all applicable requirements of the state of New Mexico. Additionally, bus drivers and bus support personnel, where appropriate, shall perform their duties in a safe and efficient manner in accord with federal, state, and local statutes and regulations, department regulations, and district policies. Regulations 6.41.4.11 NMAC through 6.41.4.13 NMAC are made a part of this policy by reference as a means of emphasizing safety, records requirements, and safety equipment as they apply to all drivers and assistants.

Bus drivers and substitutes shall also maintain and provide their employer with a copy of the following:

- a current CDL with appropriate class and endorsements;
- a current DOT medical examiner's certificate in compliance with federal and state CDL licensing requirements;
- a driving record obtained through the New Mexico motor vehicle division or the national driver register or other states' motor vehicle division and printed annually; and
- a current first aid and CPR certificate which has been obtained from a course approved by the department.

School bus assistants and substitute assistants shall maintain and provide their employer with a copy of the following:

- a current first aid and CPR certificate pursuant to the requirements in **Paragraph Subsection** A of 6.41.4.13 NMAC; and
- a physical examination renewed every 24 months from the date of the last examination or before as specified by a licensed medical professional.

Inservice Training: To remain qualified, school bus drivers, substitute school bus drivers, school bus assistants, and substitute school bus assistants shall complete a total of eight hours per semester of in-service training that has been approved by the transportation administrator.

Persons who do not complete the required hours of in-service training are disqualified from duty until those hours of in-service training are completed.

*Adopted:* date of manual adoption

LEGAL REF.: 6.41.4.11 NMAC  
6.41.4.12 NMAC  
6.41.4.13 NMAC

CROSS REF.: EE – Transportation Services  
EEA – Student Transportation  
EEAE – Bus Safety Program

**GADSDEN INDEPENDENT SCHOOL DISTRICT**

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