

**Subject:** School Bus Driver Training Program  
**Effective:** December 1979  
**Revised:** June 1994; July 1, 2001

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**1.0 PURPOSE**

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This policy establishes standards respecting the provincially prescribed School Bus Driver Training Program and the annual refresher course.

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**2.0 APPLICATION**

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This policy applies to all drivers of school buses, or other school vehicles that are classified as buses, that convey students in the New Brunswick public school system.

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**3.0 DEFINITIONS**

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None

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**4.0 LEGAL AUTHORITY**

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*Pupil Transportation Regulation* under the *Education Act* – Paragraph 9(2)(e)

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**5.0 GOALS / PRINCIPLES**

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The Department of Education believes that school vehicle drivers must have proper training, that is current, relevant and standardized across the province.

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**6.0 REQUIREMENTS / STANDARDS**

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**6.1 Training Requirements**

- 6.1.1** All new drivers must participate in the provincial School Bus Driver Training Program before they are permitted to convey students on behalf of the public education system.
- 6.1.2** All drivers must participate in an annual driver-training refresher course.
- 6.1.3** A person who, for any reason, has not participated in an annual refresher course for two or more consecutive years is required to successfully complete the School Bus Driver Training Program before they will be permitted to convey students in a school vehicle that is a bus.

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**6.2 Fees and Expenses**

- 6.2.1** The School Bus Training Program is to be provided to drivers without charge.
- 6.2.2** Travel expenses, including transportation, meals and accommodations, are the responsibility of each participant.
- 6.2.3** A superintendent may authorize the payment of all or part of a participant's travel expenses when the participant is required to attend training outside of the school district in which they are employed.
- 6.2.4** The Department of Education and school districts will not expend funds to provide a training program exclusively for private contractors.

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**7.0 GUIDELINES / RECOMMENDATIONS**

- 7.1** Superintendents may make arrangements to hold joint training sessions in association with other school districts.
- 7.2** A driver should notify and make alternate arrangements with the district's transportation officer when the driver has been unable to attend a refresher course due to unforeseeable circumstances.

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**8.0 DISTRICT EDUCATION COUNCIL POLICY-MAKING**

A District Education Council may develop policies on the organization of training programs for drivers in its school district.

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**9.0 REFERENCES**

None

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**10.0 CONTACTS FOR MORE INFORMATION**

Department of Education – Pupil Transportation Branch  
(506) 453-2242

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