

Special Education Transportation Protocols at Program Sites

1. School bus sign up and flashing as students embark and disembark vehicle.
2. Maximum of 8 passengers, not including driver.
3. Company name and address displayed on vehicle.
4. Monitors sit in back with students.
5. All passengers must wear seatbelts.
6. Engine shut off when students embark and disembark, only exception if engine is needed to run wheelchair lift.
7. Drivers/monitors are not required by law to assist students or equipment on or off the vehicle; this is a contract stipulation between the sending school and the vendor or stated in the IEP.
8. Drivers/monitors are NOT required to seatbelt or fasten car seats; this is a contract stipulation between the sending school and the vendor.
9. Drivers/monitors responsible for operating wheel chair lift, loading and unloading students, fastening tie downs.
10. All wheelchairs must have seatbelts in the chair, responsibility of parent and staff to make sure fastened
11. Wheelchair lift must be equipped with a safety belt or gate lift in up position when students are on the lift.
12. No smoking permitted on the vehicle at any time.
13. No eating or drinking allowed on vehicle.
14. Taxi or livery companies may provide transportation on an emergency basis, not to exceed five days.

Concerns contact Registry of Motor Vehicles: Vehicle Safety and Compliance Services

Phone: 617-351-9904