



COLORADO
Department of Education

Driver Training

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CSPTA Transportation Summit 2016



Resources

- Resource Guide for the Colorado Rules for the Operation, Maintenance and Inspection of School Transportation Vehicles
- School Bus, Multifunction Bus and Motor Coach Bus Guide
- Type A Multifunction and Small Vehicle Route Operator Guide
- Type A Multifunction and Small Vehicle Operator Guide
- Colorado School Bus Technician's Annual Inspection Guide
- Colorado School Bus Driver Trainer's Guide
- License and Training Matrix
- Website update – more user friendly
- Currently reviewing on-line streamed training over 600 videos
- Administrator's Reference Manual - Obsolete



License and Training Matrix

Route	16 or more including Driver	greater than 26,001
Route	16 or more including Driver	less than 26,001
Route	15 or less including Driver	less than 26,001
Multifunction	16 or more including Driver	greater than 26,001
Multifunction	16 or more including Driver	less than 26,001
Multifunction Type A	15 or less including Driver	less than 26,001
Motor Coach	16 or more including Driver	greater than 26,001
Small Vehicle (Van, Suburban)	15 or less including Driver	less than 10,001
Technician/Inspector	16 or more including Driver	greater than 26,001
Technician/Inspector	15 or less including Driver	less than 26,001



Documentation

MUST Include

Date of Class

Topics Discussed

Duration of Topic Discussion

Trainer(s) Name

Participant Signature



Files

Organization makes it so much easier to track.

Cover Sheet in File of Checklist

Separate old files (archive)

Sections

Current on Top

Separate by:

Acknowledgments – Guides, school policies, Hours of Service, etc.

Pre-employment Testing

Pre-Service Training – Confidentiality, First Aid, CPR, Universal Precautions

Annual Tests

MVR's

In-service

Medical



Sample

Anywhere School District
In-Service Training
August 1, 2016

Welcome	10 minutes
Introduction	10 Minutes
Review New Operation Rules	60 minutes
Emergencies	
Fire Extinguisher	15 Minutes
Triangles	20 Minutes
Tornado	10 Minutes

Trainer: Susan Miller and Brian Vasina

Driver Signature _____



Pre-Trip

REQUIRED TO BE DONE PRIOR TO VEHICLE BEING PLACED IN SERVICE

By Operator or service provider authorized transportation personnel

STU 8

STU 9

Must be documented

Must Include:

11.05(a) The name of the school district or service provider.

11.05(b) Date and time the report was submitted.

11.05(c) All damage, defects or deficiencies of the school transportation vehicle.

11.05(d) The name of the individual who prepared the report.

Retain for 6 months



Post Trip

REQUIRED TO BE COMPLETED T THE END OF DAILY OPERATION OF EACH VEHICLE.

By Operator or service provider authorized transportation personnel

Must be documented

Retain for 6 months



Hands-On Training

Driving Training

CSRS/Wheelchair

Initial Performance Evaluation - Operator



Electronic Files

You may maintain your files electronically, as long as they are separated and easily read

CDE STAR Review must have access.

Back-up your system



QUESTIONS?

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