

**ADMINISTRATIVE POLICY**

The online version of this policy is official.  
 Therefore, all printed versions of this document are unofficial copies.

**STUDENT TRANSPORTATION SAFETY POLICY**

It is the policy of Clarksville-Montgomery County School System to comply with TCA §49-6-2116 to ensure the safe transportation of students, to promptly investigate complaints involving bus drivers, bus aides/bus monitors, and take immediate action when a bus driver, bus aide/bus monitor has been accused of a disciplinary offense.

To this end:

CMCSS requires each driver to have a state issued Commercial Driver’s License in accordance with Federal Motor Carrier Safety Regulations and supplies training on State and Local rules, regulations and laws, bus safety, employee conduct, and discipline policy.

CMCSS shall establish concise policies and procedures to be followed to ensure student-safety, to ensure proper handling of a complaint, and to evaluate training received.

CMCSS Transportation Department’s Customer Service Representative shall receive all critical safety violation complaints. The public should report all critical safety violation complaints to the Operations Department Customer Service phone number - (931) 820-1150.

CMCSS shall post a bumper sticker on the back bumper of every school bus in the district stating, “To report the unsafe operation of this school bus call (931) 820-1150.”

Implementing Procedures: [TRN-P016](#) Transportation Customer Service Complaint Procedure  
[TRN-P028](#) School Bus Driver Critical Safety Complaint Procedure

Associated Documents: State and Federal Criminal Laws  
 Federal Motor Carrier Safety Regulations  
 Employee Conduct and Discipline Policy

**Revision History:**

<u>Date:</u>	<u>Rev.</u>	<u>Description of Revision:</u>
8/23/04		Initial Release
4/02/09		Reviewed, no change in policy, grammar corrections
3/18/13		Reviewed, no change
3/18/15		Reviewed, no change, updated logo
10/26/17	A	Added “It is the policy of”; added “to comply with TCA 49-6-2116 to”; removed the “s” in “ensures”; added “to”, removed the “s” in “investigates”; removed “s” in “takes”.
2/19/18	B	Added “all serious safety violation”; added “The public should report all serious safety violation complaints to the Operations Department

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- Customer Service phone number which is (931) 820-1150.; added "CMCSS has posted a bumper sticker on the back bumper of every school bus in the district which states "To report the unsafe operation of this school bus call (931) 820-1150"; added "TRN-P028 School Bus Driver Serious Safety Complaint Procedure" to Implementing Procedures".
- 10/1/19 C First paragraph deleted "and/or", added ", bus", added "and/or bus monitors", deleted "and/or", added ",bus", added "and/or bus monitor". Fourth paragraph deleted "desk", added "Customer Service Representative", changed "serious" to "critical". Implementing Procedures – added "Customer Service" and changed "Serious" to "Critical".
- 10/5/22 D First paragraph changed "bus aides and/or bus monitors" to "bus aides/bus monitors", changed "bus aide and/or bus monitor" to "bus aide/bus monitor"; Changed document alignment from left to justify.

**\*\*\* End of Policy \*\*\***