

COLD WEATHER BUS START UP PROCEDURE (VHM-P004)

Clarksville-Montgomery County School System

1. SCOPE:

1.1. This procedure outlines the process for cold weather bus start-up when temperatures are below 25 degrees or when there is heavy frost to ensure efficient transport of students.

2. **RESPONSIBILITY**:

- 2.1. Vehicle Maintenance Manager
- 2.2. Vehicle Maintenance Lead Mechanics
- 2.3. Vehicle Maintenance Mechanics (VMM)

3. APPROVAL AUTHORITY:

3.1. Chief Operations Officer

4. PROCEDURE:

- 4.1. TEMPERATURE AND WEATHER MONITORING: The Vehicle Maintenance Lead Mechanics are responsible for monitoring the potential for frigid temperatures of 25 degrees or below, as well as heavy frost during overnight hours.
 - 4.1.1. In the event that temperatures are expected to fall to 25 degrees or below, all drivers receive a radio notification during afternoon routes prior to frigid temperatures advising them to implement the steps of this procedure specific to their parking location. CMCSS school bus driver training includes instructions for cold weather start-up procedures.

4.2. PARK AT HOME BUSES

4.2.1. All buses parking at home should have the engine block heater plugged in to an outlet. This does not apply to buses that are equipped with direct fired heaters.

4.3. OPERATIONS COMPLEX BUSES

- 4.3.1. VMM reports to work at 5:00 am and starts buses that depart by 5:30 am.
- 4.3.2. VMM reports to work at 5:30 am and starts buses that depart by 6:00 am.
- 4.3.3. VMM reports to work at 6:00 am and assists in starting all other buses. If there are buses parked at driver's homes that will not start, VMM responds to their parking location with a service truck.

4.4. LIBERTY COMPLEX BUSES

4.4.1. VMM reports to work at 5:00 am and starts buses on Liberty Lot. If there are buses parked at driver's homes that will not start, VMM responds to their parking location with a service truck.

official. Therefore, all printed versions of this document are unofficial copies.

The online version of this policy is



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4.5. WEST CREEK COMPLEX BUSES

4.5.1. VMM reports to work at 5:00 am and starts buses on West Creek Lot. If there are buses parked at driver's homes that will not start, VMM responds to their parking location with a service truck.

4.6. KIRKWOOD COMPLEX BUSES

4.6.1. VMM reports to work at 5:00 am and starts buses on Kirkwood Lot. If there are buses parked at driver's homes that will not start, VMM responds to their parking location with a service truck.

4.7. MONTGOMERY CENTRAL COMPLEX BUSES

Description of Revision:

- 4.7.1. VMM reports to work at 5:00 am and starts buses on Montgomery Central Lot. If there are buses parked at driver's homes that will not start, VMM responds to their parking location with a service truck.
- 4.7 If more VMMs are needed for assisting in cold weather start up, VMM or designee, will instruct additional VMMs to report to work early the next morning, or will call additional VMMs in early the day of cold weather.

5. REVISION HISTORY: Ray

Data:

IR Initial Release 3/25/15 A Update logo and formatting. 6/4/24 B 2.1 Changed "Supervisor" to "Manager"; 2.2 Added "Lead"; 2.3 Added "Veh	on or Revision.	Rev. Description of Revision.	
6/4/24 B 2.1 Changed "Supervisor" to "Manager"; 2.2 Added "Lead"; 2.3 Added "Veh	ease	Initial Release	
	go and formatting.	A Update logo and formatting.	
Maintenance Mechanics (VMM)"; Added 4.1 "TEMPERATURE A WEATHER MONITORING: The Vehicle Maintenance Lead Mechanics responsible for monitoring the potential for frigid temperatures of 25 degrees below, as well as heavy frost during overnight hours."; Added 4.1.1 "In the exthat temperatures are expected to fall to 25 degrees or below, all drivers reca a radio notification during afternoon routes prior to frigid temperatures advist them to implement the steps of this procedure specific to their parking local CMCSS school bus driver training includes instructions for cold weather supprocedures."; "Added "4.5 KIRKWOOD COMPLEX BUSES", added "4 VMM reports to work at 5:00 am and starts buses on Kirkwood Lot. If there buses parked at driver's homes that will not start, VMM responds to the parking location with a service truck."; Added "4.6 MONTGOMERY CENTROMPLEX BUSES", added "4.6.1 VMM reports to work at 5:00 am and starts buses on Montgomery Central Lot. If there are buses parked at driver's how that will not start, VMM responds to their parking location with a service truck."	nce Mechanics (VMM)"; Added R MONITORING: The Vehicle Male for monitoring the potential for frigwell as heavy frost during overnight learning are expected to fall to 25 detification during afternoon routes principlement the steps of this procedure chool bus driver training includes in lures."; "Added "4.5 KIRKWOOD Conts to work at 5:00 am and starts burked at driver's homes that will no cation with a service truck."; Added X BUSES", added "4.6.1 VMM repomontgomery Central Lot. If there are	Maintenance Mechanics (VMM)"; WEATHER MONITORING: The Veh responsible for monitoring the potential below, as well as heavy frost during over that temperatures are expected to fall to a radio notification during afternoon routhem to implement the steps of this procedures."; "Added "4.5 KIRKWO VMM reports to work at 5:00 am and stabuses parked at driver's homes that parking location with a service truck."; COMPLEX BUSES", added "4.6.1 VMI buses on Montgomery Central Lot. If the	4.1 "TEMPERATURE AND intenance Lead Mechanics are d temperatures of 25 degrees or lours."; Added 4.1.1 "In the event grees or below, all drivers receive or to frigid temperatures advising specific to their parking location. Structions for cold weather start-DMPLEX BUSES", added "4.5.1 ses on Kirkwood Lot. If there are t start, VMM responds to their 4.6 MONTGOMERY CENTRAL ts to work at 5:00 am and starts buses parked at driver's homes

End of Procedure

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