

DUTY TO DRIVE A SCHOOL BUS AND EXEMPTION

Policy Code: **6316/7406**

All teaching assistants, custodians, and food service employees must be licensed and willing to drive a school bus. This duty shall be an essential function of these positions.

Employees not assigned a bus route may, for personal reasons, choose not to drive one time each school year. Otherwise, when asked by the administration to drive, the employee (substitute driver) is expected to drive each and every time he/she is asked. After the substitute has exercised his/her one personal rejection each year, failure to accept an assignment to drive a bus shall result in loss of employment.

Current employees, who have developed a medical condition after their initial employment and their receipt of their bus driver certification, will be subject to a review by the Department of Motor Vehicles Medical Review Board, annually. NOTE: Being medically waived from driving a bus will not ensure continued employment in assigned area (i.e. teacher assistants, custodians and food service employees). Inability to drive a bus may jeopardize continued employment with Edgecombe County Public Schools.

Food service employees who are not assigned as regular drivers may be required to serve as substitute drivers with the understanding that the principal should assure such employees are first able to complete their assigned food service duties if at all possible.

After examining the number of bus drivers and substitute drivers needed in relation to the number of routes required each year, the Superintendent or designee may exempt a certain number of classified employees from the duty to drive a bus, provided such exemptions are consistent with the current needs of the school system to assure a sufficient number of drivers to transport students to and from school.

Employees will be required to apply for exemption annually. If granting the exemption will create a hardship for the school system's ability to transport students, the Superintendent or designee may deny the exemption request.

Legal References: G.S. 115C-47 (18a), -245; State Board of Education Policies TCP-A-004, TCS-H-001 through 006 and TCS-H-010

Cross References: Goals of Student Transportation Services (policy 6300), Safety and Student Transportation (policy 6310), Drivers (policy 6315), Job Descriptions (policy 7400), Extracurricular and Non-instructional Duties (policy 7405)

Adopted: February 8, 2016