Bus Driver Training Course

Training and Technical Assistance Services,
Western Kentucky University
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Training & Technical Assistance Services (T/TAS) at Western Kentucky University delivers a wide range of Head Start and Early Head Start professional development opportunities throughout the U.S. and also conducts affordable, individualized on-site training for local Head Start and early child care programs. T/TAS training is comprehensive, high-quality, and cost-effective and focuses on topics of ongoing interest, recent innovations and initiatives, and current best practices in all content areas. To learn more, please contact us.

T/TAS  
1906 College Heights Boulevard, #11031  
Bowling Green, Kentucky 42101-1031  
800-TTAS-4-TA (800-882-7482)  
Website: www.ttas.org  
E-Mail: ttas.info@wku.edu
Bus Driver In-Service Training Courses
(11 courses for a total of 33 hours)

CDL Prep and Refresher Training (13 Hours)
This course familiarizes students with school bus driver training content, rules, and requirements. It discusses regulations, driving recommendations, techniques, and pertinent information for any school bus driver.

Child Transportation Safety (1 Hour)
This course familiarizes drivers with procedures and safety precautions to follow when transporting infants, preschoolers, and school-age children. This course is based on Federal (U.S.) standards for transporting children. State and local laws or regulations may be different. Always verify transportation requirements for the jurisdiction in which children are being transported.

Inclement Weather and Adverse Conditions (2 Hours)
This course describes adverse driving conditions and discusses techniques bus operators should use to cope with these conditions and ensure students are transported to and from school or extracurricular activities safely and efficiently. Adverse environmental conditions discussed include night, fog, snow, ice, rain, excessive temperatures, and mountainous terrain. It also describes the dynamics of vehicle skids and appropriate recovery techniques.

Knowing Your Route (1 Hour)
This course discusses problems, responsibilities, and additional instructions school bus drivers need to be mindful of when driving during a regular route or a field or activity trip.

Pickup and Discharge Procedures (2 Hours)
This course details the proper procedures for picking up and discharging passengers. Also discussed are bus mirror settings, blind spots, and techniques for transporting special needs students.

Railroad Crossing Safety (1 Hour)
This course describes the proper procedures and restrictions for a school bus approaching and crossing a railroad track.
Stress and Driver Attitude (1 Hour)
This course familiarizes students with stress management techniques. It identifies the difference between reactions to real sources of stress and reactions to symbolic sources of stress. This course also identifies the sources and significance of stress and effective methods for managing stress to improve personal health and job performance.

Student Management (1 Hour)
This course discusses the functions of a discipline policy and details rules and procedures school bus passengers are expected to follow.

Transporting Students with Special Needs (7 Hours)
This course discusses many aspects related to the safe transporting of students with special needs including basic transportation principles, recognizing common disorders, effectively communicating with students with special needs, loading and unloading techniques and considerations, and handling emergency situations.

Vehicle Operation (2 Hours)
This course discusses proper procedure for operating a school bus, including steering techniques, mirror usage, turning around, and backing.

WKU: Head Start Transportation (2 Hours)
This course familiarizes students with general transportation requirements for Head Start and Early Head Start students. Child restraint systems, required use of school buses or allowable alternate vehicles, and maintenance and operation of Head Start buses are outlined. Driver and bus monitor qualifications and training, trip routing, safety education, transporting children with disabilities, and coordinated transportation techniques are also introduced.
Defensive Driving Courses
(7 courses for a total of 13 hours)

Driving (2 Hours)
This course discusses alcohol, other drugs, and driving; defensive driving; and expressway driving. Lesson one discusses the effects of impaired driving. Included are details concerning consequences for driving while under the influence of illegal substances and alcohol or drug related impairments that can limit your driving abilities and cause life-long injury or death. Lesson two discusses general defensive driving techniques, including distractions and avoiding rear-end collisions. Lesson three discusses the proper way to enter and exit an expressway, and safety tips for expressway driving.

On the Road (2 Hours)
This course discusses signals, signs, and markings, and intersection safety. Lesson one discusses traffic signals, signs, and roadway markings used to control and direct traffic. An understanding of how traffic direction devices and methods are used is important for safely navigating roadways. Lesson two discusses types of intersections and the traffic rules that apply to vehicles approaching or stopping at an intersection.

Road Awareness (2 Hours)
This course discusses speed limits and official stops and driving conditions requiring heightened awareness. Lesson one discusses safe driving speeds, and law enforcement and fire stops. Lesson two discusses conditions where drivers must be extremely cautious of their surroundings.

Safety (2 Hours)
This course discusses vehicle maintenance, safety belts and child safety, and emergencies. Lesson one discusses an introduction to basic vehicle maintenance procedures that will enhance vehicle safety. Lesson two discusses the proper use of safety belts and child restraining devices required by law. Lesson three discusses driving emergencies and the proper ways to handle them.

Sharing the Road (2 Hours)
This course discusses sharing the road and pedestrian traffic. Lesson one discusses procedures that should be followed in order to safely drive in various types of traffic. Lesson two discusses motorists’ duty to pedestrians and both motorists’ and pedestrians’ duty to school buses and emergency vehicles.
Traffic Lanes *(1Hour)*
This course discusses traffic lane techniques. It discusses lane markings and the proper use of various types of traffic lanes.

Turning *(2 Hours)*
This course discusses making turns and proper parking techniques. Lesson one discusses the correct way to make various turns, procedures for turning when approaching bike lanes at intersections, and the use of hand and directional signals. Lesson two discusses proper parking techniques, including parking on hills, no parking, and disabled parking.
Related Training Courses  
(13 courses for a total of 17 hours)

**Bloodborne Pathogens (2 Hours)**  
This course describes bloodborne pathogens and defines associated terminology. It also discusses signs, symptoms, and treatments of the most commonly encountered bloodborne diseases, their methods of transmission, ways to prevent exposure to bloodborne pathogens, and beneficial actions following any incidental exposure.

**Bullying Identification and Prevention (1 Hour)**  
This course defines bullying and characteristics of bullies. It also details the effects of bullying from both a bully and victim perspective and discusses strategies to help prevent bullying.

**Childhood Anger and Anger Management (1 Hour)**  
This course defines anger, discusses its purpose, and identifies components of childhood anger. It also describes causes of childhood anger, discusses ways children respond, and addresses the adverse effects anger can have on children. In addition, the course identifies elements of an effective anger management program and provides effective anger management techniques and activities to use with children.

**Conflict Management for Children (1 Hour)**  
This course familiarizes students with the definitions of conflict, conflict resolution, and conflict management; and identifies the origins of conflict and the basic beliefs about conflict and conflict management. It also discusses the strategies and steps for conflict resolution and identifies conflict management styles.

**Conflict Resolution for Adults (1 Hour)**  
This course defines conflict and conflict resolution. It identifies conflict sources and their components. It discusses workplace conflicts and identifies problem-solving tools and techniques used to resolve them. Communication skills required in managing and resolving conflict are addressed.

**Cross-Cultural Communication (2 Hours)**  
This course discusses the unique characteristics of communicating across cultural lines. It also discusses various cultural perspectives, and the skills and abilities needed to address them in the workplace and society.
First Aid (2 Hours)
This course describes basic first aid techniques. It details the contents of a first aid kit, basic first aid skills, and respiratory and circulatory assessment. It also discusses shock, fainting, and seizure symptoms and treatment.

Prescription Drugs Misuse and Abuse (2 Hours)
This course familiarizes students with problems arising from misuse, abuse, and diversion of controlled medications. It discusses the Controlled Substance Act (CSA) of 1970, and Drug Enforcement Agency (DEA) policy for prescribing controlled substances.

Reading Prescription Labeling (1 Hour)
This course discusses the importance of reading and understanding prescription drug labeling. It describes label components and the significance of each. It also defines federal label guidelines.

Sexual Harassment Awareness (1 Hour)
This course familiarizes students with sexual harassment in the workplace. It discusses the legal definition of sexual harassment; recognition of, and understanding how to handle and prevent, sexual harassment in the workplace; and the procedure for filing a sexual harassment complaint.

Stress Management (1 Hour)
This course familiarizes students with stress management techniques. It identifies the difference between reactions to real sources of stress and reactions to symbolic sources of stress. This course identifies the sources and significance of stress and effective methods for managing stress to improve personal health and job performance.

Time Management (1 Hour)
This course discusses the principles of time management. It highlights time management myths, outlines the symptoms of poor time management, and provides methods for utilizing good time management practices.

Tolerance (1 Hour)
This course discusses teaching children tolerance and acceptance of others. It also includes activities for teaching tolerance and challenges associated with addressing prejudice.
To purchase Bus Driver Training go to http://www.smarthorizons.org/landing/ttas/

For Questions, contact Smart Horizons at 800-261-6248 or go to www.smarthorizons.org