



701.18AP Verification of Bus Driver License Credentials/Demerit Accumulation

ESTABLISHED: 2005.05.18
UPDATED: 2011.08.17
REVIEWED: 2013.04.29 (2006.05.03)

CROSS REFERENCE:

- [701BP Student Transportation Services](#)
 - [701.6AP Bus Driver Qualifications](#)
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PROCEDURES:

1. Each spare and regular driver shall, prior to the expiry date of his/her license, present evidence to an employee of Buffalo Trail Public Schools Regional Division No. 28 that he/she has renewed and is in possession of a valid driver's license of the appropriate class, clarifying the new expiry date and certifying that all medical requirements have been met.
2. Annually, (or more frequently upon the request of the Director of Transportation), each driver will be required to sign a form authorizing the release of his/her driver abstract to Buffalo Trail Public Schools Regional Division No. 28.
3. The Director of Transportation will review the above-noted abstracts. If they are found to indicate the driver has accumulated demerit points, the following will guide the actions of the school bus contractor, if it is a driver, or by the Director of Transportation, if the driver is the bus contractor.
 - a. If the driver has a single conviction resulting in the assignment of five or more demerit points, he/she will be suspended for a period of at least ten consecutive school days.
 - b. If a driver has accumulated seven or more demerit points as a result of convictions, he/she will be counseled and a record of the counseling session will be placed in the driver's file. Part of the counseling may include being directed to take a defensive driving course which would reduce the number of demerits on the license.

- c. Whether or not the driver in question has been warned as a result of clause "b" above, any driver who has accumulated ten demerit points as a result of convictions, will be suspended for a period of ten consecutive school days and will be made aware that an accumulation of eleven or more demerit points will result in immediate termination.
 - d. Any driver whose abstract indicates that he/she has accumulated eleven or more demerit points as a result of convictions will be terminated immediately.
 - e. It is required that all drivers convicted of any traffic violations (other than parking tickets) report the fact to the Director of Transportation within two weeks of the conviction.
- 4. It is to be understood that all demerit points are to be considered in applying this policy whether or not they were obtained while driving a school bus or private/ commercial/farm vehicle.
 - 5. The Director of Transportation may, upon the confirmation of unsafe driving practices of a bus driver, take action in the form of a warning, consultation, suspension and/or recommendation for termination.
 - 6. Drivers who do not, within a period of one month of being requested to do so, provide the appropriate authorization for release of a driver abstract, may be suspended pending receipt of the form in question.