

CHAPTER 8

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CHAPTER 8

YOUTH BUS REQUIREMENTS

1. INTRODUCTION. This chapter, primarily comprised of excerpts from the California Vehicle Code (VC) and Title 13 California Code of Regulations (13 CCR), covers requirements that relate to the operation of youth buses. All drivers desiring a special certificate to drive any of these vehicles should review the material contained in this chapter.

2. YOUTH BUS - 680 VC. The following section is quoted from the VC:

680. (a) A "youth bus" is any bus, other than a school bus, designed for and when actually carrying not more than 16 persons and the driver, used to transport children at or below the 12th-grade level directly from a public or private school to an organized nonschool-related youth activity within 25 miles of the school or directly from a location which provides the organized nonschool-related youth activity to a public or private school within 25 miles of that location.

(b) In addition to the destinations specified in subdivision (a), a youth bus may also be used to transport children at or below the 12th-grade level to or from their place of residence if the driver has met the requirements of Section 12523 and received additional instruction and training approved by the Department of the California Highway Patrol.

(Ch. 774, Stats. 1996. Effective January 1, 1997.)

3. ADDITIONAL EXPLANATIONS. A youth bus loses its exemption from school bus requirements if it is used to transport:

- a. More than 16 persons and the driver.
- b. Children to or from school to other than an organized nonschool related youth activity.
- c. Children to or from school to an organized nonschool related youth activity more than 25 miles from school.

4. DEFINITION OF SCHOOL BUS ACCIDENT - 12517.1 VC. The following section is quoted from the VC:

12517.1. (a) A "school bus accident" means any of the following:

(1) A motor vehicle accident resulting in property damage in excess of seven hundred fifty dollars (\$750) or personal injury, on public or private property, and involving a school bus, youth bus, school pupil activity bus, or general public paratransit vehicle transporting a pupil.

(2) A collision between a vehicle and a pupil or a school bus driver while the pupil or driver is crossing the highway when the school bus flashing red signal lamps are required to be operated pursuant to Section 22112.

(3) Injury of a pupil inside a vehicle described in paragraph (1) as a result of acceleration, deceleration, or other movement of the vehicle.

(b) The Department of the California Highway Patrol shall investigate all school bus accidents, except that accidents involving only property damage and occurring entirely on private property shall be investigated only if they involve a violation of this code.

(Ch. 1360, Stats. 1990. Effective January 1, 1991.)

5. SCHOOL BUS ACCIDENTS - 13 CCR 1219. The following section is quoted from 13 CCR:

1219. (a) Reporting. Whenever any school bus accident occurs, the driver shall stop at the scene, immediately notify or cause to be notified the department, his or her employer, and the school district for which the bus may be operated under contract.

(b) Sending for Help. In the event of an accident or emergency, a driver shall not leave the immediate vicinity of the bus to seek aid unless no pupil aboard can be sent to summon help.

(Register 87, No.23)

6. REPORTING OF ACCIDENTS - 13 CCR 1237. The following section is quoted from 13 CCR:

1237. Whenever a school bus, SPAB, or youth bus driver is involved in an accident specified in Section 1219, that requires the Department to be notified immediately by the driver, the carrier shall ensure the accident has been reported within 24 hours to the department and the superintendent of the school district for which the bus was operated. If the driver is physically incapable of reporting the accident, the carrier shall make the required notifications immediately upon becoming aware of such accident.

(Register 83, No. 18)

7. YOUTH BUS DRIVER'S CERTIFICATE - 12523 VC. The following section is quoted from the VC:

12523. (a) No person shall operate a youth bus without having in possession a valid driver's license of the appropriate class, endorsed for passenger transportation and a certificate issued by the department to permit the operation of a youth bus.

(b) Applicants for a certificate to drive a youth bus shall present evidence that they have successfully completed a driver training course administered by or at the direction of their employer consisting of a minimum of 10 hours of classroom instruction covering applicable laws and regulations and defensive driving practices and a minimum of 10 hours of behind-the-wheel training in a vehicle to be used as a youth bus. Applicants seeking to renew a certificate to drive a youth bus shall present evidence that they have received two hours of refresher training during each 12 months of driver certificate validity.

(c) The driver certificate shall be issued only to applicants qualified by examinations prescribed by the Department of Motor Vehicles and the Department of the California Highway Patrol, and upon payment of a fee of twenty-five dollars (\$25) for an original certificate and twelve dollars (\$12) for the renewal of that certificate to the Department of the California Highway Patrol. The examinations shall be conducted by the Department of the California Highway Patrol. The Department of Motor Vehicles may deny, suspend, or revoke a certificate valid for driving a youth bus for the causes specified in this code or in regulations adopted pursuant to this code.

(d) An operator of a youth bus shall, at all times when operating a youth bus, do all of the following:

(1) Use seat belts.

(2) Refrain from smoking.

(3) Report any accidents reportable under Section 16000 to the Department of the California Highway Patrol.

(e) A person holding a valid certificate to permit the operation of a youth bus, issued prior to January 1, 1991, shall not be required to reapply for a certificate to satisfy any additional requirements imposed by the act adding this subdivision until the certificate he or she holds expires or is canceled or revoked. (See Annex A)

(Ch. 1360, Stats. 1990. Effective January 1, 1991.)

8. ADDITIONAL TRAINING FOR YOUTH BUS DRIVERS TO TRANSPORT CHILDREN AT OR BELOW THE 12TH-GRADE LEVEL TO OR FROM THEIR PLACE OF RESIDENCE. Before transporting children at or below the 12th-grade level to or from their place of residence, and in addition to the requirements of Section 12523 of the California Vehicle Code, youth bus drivers must complete 10 hours of classroom instruction in, but not limited to, all units of the Instructor's Manual for California's Bus Driver's Training Course. All classroom instruction shall be given by, or in the presence of, a state-certified school bus, school pupil activity bus (SPAB), or transit bus instructor of the appropriate class. The course shall also include at least 10 hours of behind-the-wheel training in all sections of the Instructor's Behind-the-Wheel Guide for California's Bus Driver's Training Course. All behind-the-wheel training shall be given by a state-certified school bus, school pupil activity bus (SPAB), or transit bus driver instructor of the appropriate class or the delegated behind-the-wheel trainer as designated pursuant to Section 40084.5 of the California Education Code. (See Annex B)

9. ADDITIONAL RENEWAL TRAINING FOR YOUTH BUS DRIVERS TO TRANSPORT CHILDREN AT OR BELOW THE 12TH-GRADE LEVEL TO OR FROM THEIR PLACE OF RESIDENCE. Applicants seeking to renew a certificate to drive a youth bus to transport children at or below the 12th-grade level to or from their place of residence shall meet the renewal training requirements established for school bus and SPAB drivers in Section 40085 of the California Education Code. (See Annex B)

10. DOCUMENTATION OF ADDITIONAL TRAINING FOR YOUTH BUS DRIVERS TO TRANSPORT CHILDREN AT OR BELOW THE 12TH-GRADE LEVEL TO OR FROM THEIR PLACE OF RESIDENCE. The additional training for youth bus drivers shall be properly documented on the State Department of Education Training Certificate, Form T-01, and signed by a state-certified school bus, school pupil activity bus (SPAB), or transit bus instructor of the appropriate class, and by the driver or applicant.

11. FAILURE TO COMPLETE REQUIRED TRAINING. Employers shall notify the local CHP school bus officer/coordinator of a driver(s) in violation of section 12523 VC. Upon notification of a first occurrence, the CHP school bus officer/coordinator will inform the employer and the driver that proof of receiving the training must be submitted to the local CHP office within 30 days, from the date of notification. Failure to submit the required proof of training constitutes reason for the officer/coordinator to recommend to the DMV cancellation of the driver's certificate. Upon notification of a subsequent occurrence, the officer/coordinator will immediately recommend cancellation of the driver's certificate. These provisions will not apply to a driver on an extended leave of absence due to illness, or lack of employment as a driver. In those instances, the officer/coordinator will notify the employer that when the driver returns to work proof of receiving the training must be submitted to the local CHP office within 30 days. Failure

to submit the required proof constitutes reason for the officer/coordinator to recommend cancellation of the driver's certificate.

12. TRANSPORTATION OF PROPERTY - 13 CCR 1216. The following section is excerpted from 13 CCR:

1216. . . . (f) Wheelchairs. Wheelchairs transported on buses, except school buses, shall meet the following requirements:

(1) Brakes. The wheelchair shall have brakes or other effective mechanical means of holding it stationary during raising and lowering of a wheelchair platform.

(2) Batteries. Batteries used to propel wheelchairs shall be spill resistant or in a spill resistant container and shall be securely attached to the wheelchair.

(3) Flammable Fuel. The wheelchair shall not use flammable fuel.
(Register 82, No. 44)

NOTE: For additional information refer to Chapter 3, paragraph 12.

13. EQUIPMENT FOR TRANSPORTING WHEELCHAIRS - 13 CCR 1269.1. The following section is excerpted from 13 CCR:

1269.1. . . . (3) Padding—Except in locations within 8 cm (3.1 in.) of the bus floor all readily accessible exposed edges or other hazardous protrusions on parts of lifts assemblies located in the passenger compartment or parts of the bus associated with the operation of the lift shall be padded with energy absorbing material to minimize injury in normal use and in case of accident.

(d) Securement of Wheelchairs—A device or devices shall be provided to secure wheelchairs during transportation to keep them restrained during normal movement of the bus as in starting, stopping and turning. . . .
(Register 96, No. 8)

NOTE: For additional information refer to Chapter 5, paragraph 99.

14. TRANSPORTATION OF PASSENGERS - 13 CCR 1217. The following section is excerpted from 13 CCR:

1217. . . . (e) Standing Passengers. A vehicle shall not be put in motion until all passengers are seated, and all passengers must remain seated while the vehicle is in motion. . . .

. . . (i) Ejection of Pupils. The driver of a school bus, youth bus, or SPAB shall not eject any school pupil unless the pupil is given into the custody of a parent or any person designated by the parent or school. . . .
(Register 93, No. 22)

NOTE: For additional information refer to Chapter 3, paragraph 14.

15. DISCONTINUANCE FROM USE - 13 CCR 1220. The following section is quoted from 13 CCR:

1220. When a bus is rendered unsafe for continued operation due to accident damage or a mechanical failure, the driver shall discontinue use of the bus and notify the motor carrier of these circumstances. The driver or motor carrier shall then make the necessary arrangements to have the pupils safely transported to their destinations.

16. ALCOHOLIC BEVERAGES - 13 CCR 1221. The following section is quoted from 13 CCR:

1221. Alcoholic beverages shall not be transported in a school bus, SPAB, or youth bus at any time.
(Register 92, No. 6)

17. DRIVER'S VISION - 13 CCR 1223. The following section is quoted from 13 CCR:

1223. The driver shall not allow any person to occupy a position that will interfere with the driver's vision to the front or sides, or in the rear view mirrors.

18. EQUIPMENT REQUIREMENTS. Drivers should be familiar with the following list of required equipment:

a. Emergency Equipment. A youth bus shall be equipped with a fire extinguisher with a minimum 4B:C rating, three emergency reflectors as specified in Section 25300 VC, and a readily visible, accessible and plainly marked 10 unit first aid kit.

NOTE: For additional information refer to Chapter 5, paragraphs 33, 34, and 35, or 13 CCR 1242, 1243, and 1292.

b. Mirrors. Every youth bus shall be equipped with two exterior mirrors, one on each side of the bus, and so located as to reflect to the driver a view of the highway for a distance of at least 200 feet to the rear of such vehicle.

NOTE: For additional information refer to Chapter 5, paragraph 69, or Section 26709 VC and 13 CCR 1258.

c. Tires. Tires shall not be used with boot or blowout patches or with any of the following defects:

- (1) Unrepaired fabric breaks.
- (2) Exposed or damaged cord.
- (3) Bumps, bulges, or knots due to internal separation or damage.
- (4) Cuts that measure more than 1 inch (25 mm) and expose body cord.
- (5) Cracks in valve stem rubber. regrooved, recapped, or retreaded tires shall not be used on the front wheels of a bus. No person shall use on a highway a pneumatic tire on a bus when the tire has less than the following tread depths, four thirty-seconds (4/32) of an inch at all points in all major grooves on a tire on the steering axle and two thirty second (2/32) of an inch at all major grooves on all other tires. The measurements of tread depth shall not be made where tie bars, humps, or fillets are located.

NOTE: For additional information refer to Chapter 5, paragraph 88, 93, or Section 27465 VC and 13 CCR 1087.

19. YOUTH BUSES - 27906.5 VC. The following section is quoted from the VC:

27906.5. Every youth bus, when operated for the transportation of school pupils, shall bear, upon the front and rear of the youth bus, a plainly visible sign containing the words "YOUTH BUS" in letters not less than eight inches in height. The letters on youth bus signs shall be of proportionate width and the letters shall be in sharp contrast to the background.

(Ch. 333, Stats. 1982. Effective July 4, 1982.)

20. INSPECTION OF YOUTH BUSES - 2807.3 VC. The following section is quoted from the VC:

2807.3 (a) The Department of the California Highway Patrol shall inspect and certify every youth bus at least once each school year to ascertain whether its condition complies with all provisions of law.

(b) No person shall drive any youth bus unless there is displayed therein a certificate issued by the Department of the California Highway Patrol stating that on a certain date, which shall be within 13 months of the date of operation, an authorized employee of the Department of the California Highway Patrol inspected the youth bus and found that on the date of inspection the youth bus complied with the applicable provisions of state law. The Commissioner of the California Highway Patrol shall provide, by rule or regulation, for the issuance and display of distinctive inspection certificates.

(c) The Commissioner of the California Highway Patrol may determine the fee and method of collection for the annual inspection of youth buses. The fee, established by regulation, shall be sufficient to cover the cost to the department for youth bus inspections and testing of drivers pursuant to Section 12523. All fees received shall be deposited in the Motor Vehicle Account in the State Transportation Fund.

(Ch. 1273, Stats. 1982. Effective January 1, 1983.)

**SAMPLE TRAINING VERIFICATION LETTER
ORIGINAL APPLICANT, YOUTH BUS**

**FAMILY YMCA
Monterey, CA**

January 7, 1994

California Highway Patrol
19055 Portola Drive
Salinas, CA 93902

This letter will verify that Mr. Sam Kelly has successfully completed a driver training course consisting of a minimum of 10 hours of classroom instruction covering applicable laws and regulations and defensive driving practices, and a minimum of 10 hours of behind-the-wheel training in a vehicle to be used as a youth bus.

Very truly yours,

JOHN DOE
Family YMCA

**SAMPLE TRAINING VERIFICATION LETTER
RENEWAL APPLICANT, YOUTH BUS OR GPPV**

**FAMILY YMCA
Monterey, CA**

January 7, 1994

California Highway Patrol
19055 Portola Drive
Salinas, CA 93902

This letter will verify that Mr. Sam Kelly has received two (2) hours of
refresher training during each 12 months of certificate validity for a
total of ____ hours of training.

Very truly yours,

JOHN DOE
Family YMCA

SAMPLE TRAINING CERTIFICATE (T-01) YOUTH BUS DRIVER ORIGINAL

CALIFORNIA DEPARTMENT OF EDUCATION

Form T-01 (Rev. 8-94)

Training Certificate

Check (✓) Driver Delegated trainer Instructor Date training started 1-1-97
 Check (✓) Whether application is: Original Renewal Applicant's birth date 2-1-97
 Check (✓) Bus type I II Certificate issuance date _____
 Check (✓) School bus SPAB Transit bus Farm labor Other

Applicant's name (Last) Kelly (First) Sam (Initial) _____ Driver's license number A7654321
 Employer Family YMCA County Monterey

Record of hours of training		Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
1	Classroom	10												10
	In-service training													
	Behind the wheel	10												10
Training period	ID# A* <u>0000 Mary Smith</u>	ID# B** <u>0000 Mary Smith</u>							Driver's signature <u>Sam Kelly</u>					
2	Classroom													
	In-service training													
	Behind the wheel													
Training period	ID# A* _____	ID# B** _____							Driver's signature _____					
3	Classroom													
	In-service training													
	Behind the wheel													
Training period	ID# A* _____	ID# B** _____							Driver's signature _____					
4	Classroom													
	In-service training													
	Behind the wheel													
Training period	ID# A* _____	ID# B** _____							Driver's signature _____					
*A—Classroom instructor's signature **B—Driving instructor's signature or in-service training instructor's signature													Grand total	20
Additional training hours: Classroom				Behind the wheel										

FOR STATE USE ONLY
(MUST BE COMPLETED IN THE PRESENCE OF THE EXAMINING STATE AGENCY)

Written test: Failed Failed Failed Passed First-aid test: Failed Failed Failed Passed Waived
 Driving test: Failed Failed Failed Passed Certificate issuance date _____
 Training verification _____ (Driver's signature) _____
 Exam verification _____ (Examiner's signature) _____ (Area) _____

SAMPLE TRAINING CERTIFICATE (T-01) YOUTH BUS DRIVER RENEWAL

CALIFORNIA DEPARTMENT OF EDUCATION
Training Certificate

Form T-01 (Rev. 8-94)

Check Driver Delegated trainer Instructor Date training started 2-2-97
 Check Whether application is: Original Renewal
 Check Bus type I II Applicant's birth date 2-1-97
 Check School bus SPAB Transit bus Farm labor Other Certificate issuance date 1-29-97

Applicant's name (Last) Kelly (First) Sam (Initial) _____ Driver's license number A7654321
 Employer Family YMCA County Monterey

Record of hours of training		Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
97 1	Classroom													
	In-service training			10										10
	Behind the wheel													
ID# A* _____		ID# B** 0000 <i>Mary Smith</i>						Driver's signature <i>Sam Kelly</i>						
98 2	Classroom													
	In-service training							10						10
	Behind the wheel													
ID# A* _____		ID# B** 0000 <i>Mary Smith</i>						Driver's signature <i>Sam Kelly</i>						
99 3	Classroom													
	In-service training					5			5					10
	Behind the wheel													
ID# A* _____		ID# B** 0000 <i>Mary Smith</i>						Driver's signature <i>Sam Kelly</i>						
00 4	Classroom											10		10
	In-service training													
	Behind the wheel													
ID# A* 0000 <i>Mary Smith</i>		ID# B** _____						Driver's signature <i>Sam Kelly</i>						
*A—Classroom instructor's signature													Grand total	40
**B—Driving instructor's signature or in-service training instructor's signature														
Additional training hours: Classroom														
Behind the wheel														

FOR STATE USE ONLY
(MUST BE COMPLETED IN THE PRESENCE OF THE EXAMINING STATE AGENCY)

Written test: Failed Failed Failed Passed First-aid test: Failed Failed Failed Passed Waived
 Driving test: Failed Failed Failed Passed Certificate issuance date _____
 Training verification _____
 Exam verification _____ (Driver's signature) _____ (Area) _____
 _____ (Examiner's signature)