

[Policy Home](#)[Section E Index](#)
[Policy EEAEH](#)

ACCIDENTS AND/OR NEAR ACCIDENTS

1. A bus driver, upon involvement in an accident, must immediately notify the RCMP and the Transportation Supervisor. In the absence of the Transportation Supervisor, the Division Superintendent or the Chairman of the Transportation Committee, must be notified. **11 Feb 86 (121)**

The driver, on the authority of anyone of the above, may be suspended without pay, pending investigation of the accident. Upon the advice from the RCMP that no charge will be laid against the driver, and that the driver is exonerated from all blame, the Transportation Supervisor and the Committee Chairman, or in the absence of the two, any two members of the Committee may reinstate the driver at any time following the accident, and report the full details to the Board at the following Board meeting.

Where the bus driver is responsible for the accident, disciplinary action, or reinstatement will be at the discretion of the Board.

A written report from the RCMP will be obtained when available.

2. Railway Crossings: Due to the extremely potentially dangerous accident possibilities that school buses may encounter at railway crossings, the following policy with respect to these special hazard areas are to be strictly followed:
 - A. From safety rule 4. (m), “Every driver of a Pine Creek School Division school bus shall...before crossing a railway track, bring his vehicle (loaded or unloaded) to a complete stop, open the door and check both ways for clearance of right-of-way. If right-of-way is free of traffic, close the entrance door, select the gear suitable to cross a railway, and proceed quickly and smoothly. Do not shift gears until completely clear of the railway crossing.” **Rev 13 Feb 01(109)**
 - B. Bus Drivers Shall Never Attempt To Cross Any Controlled Railway Crossing When The Danger Railway Signals Are Lit. (See possible exceptions, Clause C.)
 - C. On very rare occasions, the only possible exceptions that will be considered to Section B are the following, using extreme caution.

- (i) After the bus has come to a complete stop and the driver has opened the door, checked both ways, etc., as per A. and the driver discovers that the Railway danger crossing lights are lit due to a train stopped in the signal area, the bus may proceed only if there is no evidence of any oncoming train and if the driver is signalled through the flashing danger lights by a member of the train crew. In each case, the bus driver(s) must notify the Transportation Supervisor or his representative by radio from the site and request instructions. Drivers reporting by radio shall be required to certify the report as soon as possible. After hours, on weekends, or when operating outside the school division boundaries, bus driver must fill in and submit a Railroad Incident report to the division office within 24 hours.
- (ii) Railway danger signals may be flashing at a crossing due to repairs being made by railway crews. After following completely the procedure A, the bus may proceed only if there is no evidence of any oncoming train and the driver is signalled by a member of the railway work crew, through the danger flashing railway crossing. In each such case the bus driver(s) must notify the Transportation Supervisor or his representative by radio from the site and request instructions; drivers reporting by radio shall be required to certify the report as soon as possible. After hours, on weekends, or when operating outside the school division boundaries, bus drivers must fill in and submit a Railroad Incident report to the division office within 24 hours.
- (iii) Railway danger signals may be flashing due to malfunction with no one in the general vicinity. Bus drivers, after having completely followed procedure A may proceed if there is no evidence of any oncoming train. In each such case the bus driver(s) must notify the Transportation Supervisor of each such exemption, in writing, within 24 hours.

Penalties for Pine Creek School Division Bus Drivers

Due to the extremely dangerous potential for accidents in the railway crossing zones, written complaints about Pine Creek School Division buses proceeding through railway crossings shall be dealt with in a strict manner.

Where written complaint(s) is/are received from Railway Official(s), ratepayer(s), or any responsible adult(s), that a bus driver has taken a Pine Creek School Division bus through a railway crossing in a manner contrary to Division policy, the Transportation Supervisor shall immediately investigate the complaint. Should the Transportation Supervisor ascertain or conclude that a bus driver did (or may have) take(n) his/her bus through a railway crossing in an unsafe manner or in a manner contrary to Division policy, the Transportation Supervisor may immediately suspend the driver for a minimum of two weeks without pay or dismiss the driver.

If the bus driver is not dismissed, the incident should be duly noted on the bus driver's record and remain there for two complete years. In the event that a second such verified complaint is received within the two years, the resulting suspension for a second offence shall be for a minimum of one month without pay or dismissal.