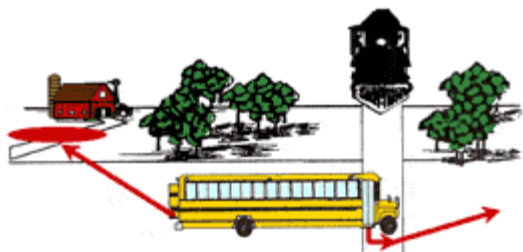


Railway Crossing Evacuation

- Listen to the driver's instructions for the correct exit.
- Go away from the tracks as far as possible in a direction (at a 45 degree angle) toward the train to avoid being hit by debris from the crash.
- Go to a safe place and stay together.



ADDRESS

1370 N Riverwoods Rd
Lincolnshire, IL 60069

CONTACT US

Office of Transportation Services
| 847-295-8258 |
www.d103.org/transportation

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SCHOOL BUS EVACUATION

FOR COACHES & CHAPERONES

Office of Transportation Services

A Division of the Lincolnshire-Prairie View School District No. 103

Created by :

D103 Transportation Training Unit
Ken Graff, Driver Instructor

In the event of a school bus emergency if the driver is incapacitated

1. Place gear shifter in neutral.
2. Grab steering wheel with left hand. Using your foot, apply the brake.
3. Once stopped, apply the parking brake. This can be either a yellow knob on the dash, or a foot brake (like in your car).
4. Activate hazard lights.
5. Use two-way radio to notify dispatch of location and problem or your cell phone.

IF you need to evacuate

1. Look for a good assembly area.
2. Let dispatch know you are going to be evacuating.
3. Let the students know you are going to be evacuating the bus and which exits you will be using.
4. Let the students know they must remain quiet to hear your voice, remain in an orderly fashion to avoid blocking the aisle and to leave personal items {lunch boxes, books etc.} on the bus.
5. Select a couple of helpers to help the other students off the bus safely {they will exit first and position themselves to help the others, i.e. back door, front door}.
6. Tell the students where the assembly area is and to wait there for you.

Reasons to Evacuate

- Fire or possibility of fire {smoke}.
- Hazmat or bio-hazard incident.
- Bus is in an unsafe position due to an accident or mechanical failure {railroad tracks, blind curve, blind hill or possibility of submerging into a body of water etc.}.

Emergency Exits

1. Front Door {move lever above door to the left and push open}.
2. Rear Door {lift red handle and push}.
3. Side Emergency Windows {pull red lever to release and push open}.
4. Roof Hatches {turn red knob to "unlatch", push on red knob to open}.

- If it is safe to do so, for quicker evacuation, have the first 6 rows exit the front door and the back rows exit the rear door.
{Students exiting the rear door should sit on their bottom and scoot out, do not jump}.
- If the bus is broken down near a chemical spill, evacuate at least 300 feet upwind.
- If an electrical power line falls on the bus, students must hop off or jump off the bus with both feet {having one foot on the bus and the other foot on the ground can cause a shock or electrocution}.

Using available exits on a Big Bus

