

## UNIT VI

### SPECIAL NEEDS TRANSPORTATION

**GOAL:** TO PREPARE A DRIVER AND DRIVER ASSISTANT OF SPECIAL NEEDS STUDENTS FOR THE EXTRA DUTIES INVOLVED WHILE TRANSPORTING STUDENTS WITH SPECIAL NEEDS.

It is important to note that more than likely every bus in a fleet will be transporting students with special needs and regardless of ability all students need to be treated with respect and dignity.

| Reference Code | Concept  | Objectives  | Major Instructional Points   |
|----------------|--|---|--|
| 6.1            | Six basic needs  | The driver will be able to explain the six basic needs of special education students.   | Needs<br>Equipment<br>Questions  |
| 6.2            | I.E.P. & L.R.E.  | The driver will be able to explain what an Individual Education Plan (I.E.P.) is and how transportation fits into the I.E.P. and how to best meet the students needs and comply with Least Restrictive Environment (LRE) standards.   | I.E.P. Process<br>I.D.E.A.<br>Handicapping conditions<br>Resources   |
| 6.3            | Responsibilities of drivers  | Driver will be able to list their responsibilities and duties as a special needs driver.  | Responsibility<br>Duties<br>Safety   |
| 6.4            | Responsibilities of para/bus aide                                  | The driver will be able to describe the duties and responsibility of a para/bus aide assigned to a special needs bus.   | Responsibility<br>Duties   |
| 6.5            | Wheelchair management<br>Lifting/transferring<br>Medical equipment | The driver will be able to show the proper technique for securing a wheelchair. Driver will be able to list the major safety points for lifting students. Driver will be able to list other medical equipment that may accompany a special needs student on the school bus. | Tie downs<br>Lifting students<br>Transferring students<br>Medical equipment                                  |
| 6.6            | Behavior modifications for special needs students                  | The driver will be able to list some simple discipline procedures that should be effective in dealing with special needs students.  | Positive reinforcement<br>Use of conduct reports<br>Getting help   |
| 6.7            | Evacuation procedures for special needs students                   | The driver will know the circumstances in which a special needs bus would be evacuated. Driver will be able to make an evacuation plan to get their special needs students off the bus in the event of such an emergency.   | Know when to evacuate<br>What to do if evacuation is necessary<br>Emergency information<br>Additional issues |
| 6.8            | Emergency Information  | A driver or the dispatcher of special needs drivers is required to maintain up to date emergency information on each child with special needs who is transported on a special needs bus   | Know where the information is located, be familiar with the information about the child                      |
| Resources      |  | A list of resources is provided, check with your Transportation Director  |  |

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State and federal governments have made a commitment to provide free and appropriate education for all students. For some students meeting this commitment requires special transportation. The following guidelines shall apply when needs of the student could possibly require special attention / transportation.

Special transportation is defined as any service provided for a student on a special education bus or attending a special school or program. In addition to students assigned to specialized bus services there will be children with special needs who are mainstreamed on a regular education bus.

For the purposes of this unit the term “drivers” refers to “drivers of Special Transportation buses”. For drivers of special education students mainstreamed on a regular bus it is important to understand that there will be a variety of students with differing needs on your bus. All students need to be treated equitably and fairly, —IF you believe that a student is not able to be successful on a mainstream bus you must address it with your Supervisor.

### **6.1 SIX BASICS FOR SPECIAL NEEDS TRANSPORTATION**

1. The driver needs to know that the route is a special education route – which means that it is different than other school bus routes. All drivers need to be aware that there is the potential for special needs children on any bus.
2. The driver needs to know that the students on any route probably require special handling.
3. The driver needs specific information about the student's disabilities.
4. The driver needs to know that these students may require special equipment and be aware of how to handle and properly secure this equipment on the school bus.
5. The driver needs to know what constitutes an emergency situation for each student on this route and must be aware of what to do and who to contact in the event of an emergency situation or crash.
6. The driver also needs a contact person (either within the company or the school district) for questions or problems related to the students assigned to their bus.

### **6.2 Individual Education Plan (I.E.P.) & Least Restrictive Environment (LRE)**

The Individual Education Plan (I. E. P.) is a written document identifying the specially designed instructional program and related services, including transportation (if it is necessary), to meet the unique needs of the child with disabilities. The I.E.P. governs all of the services that are to be provided for the student in order to receive an appropriate education. The overriding rule is that the determination of an appropriate education for a specific student must be made on an individual basis.

Another consideration when writing an I.E.P. is the determination of Least Restrictive Environment (LRE) based on the student's abilities. LRE means, to the maximum extent appropriate, that children with disabilities, including children in public or private institutions or other care facilities, are educated with children who are not disabled., Special classes, separate schooling, or other removal of children with disabilities from the regular educational environment occurs only when the nature or severity of the disability of a child is such that education in regular classes with the use of supplementary aides and services cannot be achieve satisfactorily. This same definition extends to

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determining the appropriate means of transportation to and from educational programs. The I.E.P. must take into consideration that each child with a disability participates with nondisabled children to the maximum extent appropriate to the needs of that child.

LRE means that when planning for appropriate transportation the I.E.P. team should start with the presumption that a student with a disability will likely ride regular transportation with non-disabled peers if such transportation arrangement can be implemented for that child and is appropriate to meet that child's educational needs. IEP teams should only consider a more restrictive transportation arrangement if regular transportation, with supplemental aids and services, is not appropriate for that particular student. The determination of LRE is made by the I.E.P. team which may include a representative from the transportation department if transportation is identified as a related service.

### **Types of disabilities:**

There are 13 categories of disabilities as defined by the Individuals with Disabilities Education Act (IDEA): (previously 91-142)

### **Categories of students with disabilities**

1. Autism
2. Deaf-blindness
3. Hearing impairment / deafness
4. Mental retardation
5. Multiple disabilities
6. Orthopedic impairment
7. Other health impairment
8. Emotional behavioral disorder (EBD)
9. Specific learning disability
10. Speech and / or language impairment
11. Traumatic brain injury
12. Vision impairment
13. Developmentally delayed

Also, the Rehabilitation Act of 1973 (usually referred to as Section 504) states:

### **PUBLIC LAW 93-112**

**Section 504 of Public Law 93-112, passed by Congress as part of the Rehabilitation Act of 1973, states that:**

**No otherwise qualified individual in the United States...shall solely by reason of his handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.**

**According to Section 504 regulations, "free" education means the provision of education and related services without cost to disabled persons or guardians, except where such costs are imposed on all others.**

**Section 504 protects all students with handicaps, defined as those having any physical or mental impairment that substantially limits one or more major life activities (including learning). Examples of potential 504 handicapping conditions would include:**

- 1. Communicable disease (HIV, Tuberculosis)**
- 2. Medical conditions (asthma, allergies, diabetes, heart disease)**

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3. Temporary medical conditions due to illness or accident
4. Attention Deficit Disorder (ADD, ADHD)
5. Behavior difficulties
6. Drug/Alcohol addiction

*All students who are disabled under IDEA are also considered to be have a handicap and therefore are protected, under Section 504, However, all students who have been determined to have a handicap under Section 504 many not be considered to have a disability under IDEA. Most students who have handicapping conditions are served by regular education staff and curriculum.*

It is important for the special needs drivers/para/aides to be familiar with the characteristics of the students transported under their care. Resources for learning more about the students you transport would include the child's parents, the teacher, the school administrators, Occupational Therapist, Physical therapist, District Special Education Department and your transportation director or safety staff.

#### **6.3 RESPONSIBILITIES OF THE SPECIAL NEEDS DRIVER**

**MN Rule 7470.1600 (Transporting Pupils with Disability)**

**MN Rule 7470.1700 (Drivers and Aides for Pupils with Disability)**

The person who accepts the position as a special needs school bus driver will find this a highly rewarding job. These special needs drivers will need additional training based on the specific needs and problems of pupils they transport within one month of the effective date of the assignment. An effective driver is one who encourages acceptable student behavior on the school bus.

The first objective is to assure the highest level of safety, which includes a commitment to operate their assigned motor vehicle and ensure a safe transportation environment. The second objective is to establish a ride to and from school that supports educational goals for all students since this ride is an extension of the student's educational day.

#### **Driver's responsibilities include:**

- Know your passenger's names and needs.
- Know and understand their characteristics.
- Prepare for bus trip before leaving terminal.
- Maintain an on time schedule.
- Safely load and unload passengers.
- Promote proper interaction with para/monitor.
- Maintain proper securement for all passengers throughout the ride
- Know the type of securement for special equipment.
- Proper use of wheelchair tie-downs (manufacturer's instructions).
- Proper seating used for all students.
- Competent handling of occupant restraints.
- Appropriate communications with student, school, parent and dispatcher.
- Report any concerns regarding students to the school or teacher or to the transportation personnel depending on your District procedures or policies.
- Procedure developed for safe bus evacuation.
- Confidentiality issues – what can be discussed with others.
- Support the district policy in student management.
- Ultimately the driver is responsible for ensuring that each child is properly secured.

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#### **6.4 RESPONSIBILITIES OF A PARA / MONITOR / BUS AIDE**

The person who accepts the position as a special needs school bus para/monitor/aide will perform a variety of tasks to help support the driver in providing safe and proper transportation of all students.

##### **Duties may include:**

- Proper use of securements for safety restraints, car seats, wheelchairs, seat belts.
- Assist the driver in the proper loading and unloading of all passengers
- Know your passenger's names and needs.
- Know and understand their characteristics.
- Maintain proper securement for all passengers
- Proper use of wheelchair tie-downs (manufacturer's instructions) including the use of lap and shoulder belts.
- Maintain discipline.
- Maintain proper interaction with driver.
- Supervise and assist students in transit.
- Confidentiality issues – what can be discussed with others.
- Report any concerns regarding students to the driver, school, teacher or to the transportation personnel depending on your District procedures or policies.
- Appropriate communications with student, school, parent and dispatcher.
- Know the procedures and be physically capable to evacuate students in an emergency situation.
- Support the district policy in student management.
- Upon request, provide route information that includes driver directions for the best way to reach a location, for either a substitute bus driver or a newly assigned bus driver.
- Occupy the seat that provides the best opportunity for supervision and student protection while the bus is in transit.
- If an aide is assigned to a specific student the aide will provide direct assistance to that student first and provide general assistance to all students.

#### **6.5 SPECIAL TRANSPORTATION EQUIPMENT USE and MANAGEMENT**

##### **A. Mobile seating devices and wheelchairs:**

- Follow the manufacturer's guidelines when available.
  - STEP 1. The wheelchair brakes have to be set.
  - STEP 2. Attach the tie-downs to secure the wheelchair to the floor of the school bus in at least four points.
  - STEP 3. The tie-downs must be attached to the frame of the chair, not the wheels. Look for a welded joint.
  - STEP 4. Tighten the tie-down straps to hold the wheelchair in a secure position.
  - STEP 5. For effective protection, the occupant should have a secured lap belt and shoulder strap.
- Drivers and aides should report non-functioning and inappropriate wheelchairs to the transportation supervisor.

##### **B. Child restraint devices:**

Safety Restraint Systems are based on the child's weight, height and age and the needs of the student. They will include seatbelts, car seats or safety vests and integrated bus seats. All equipment should be installed and used in accordance with manufacturer's instructions.

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#### C. Seating:

Seating arrangements should take into consideration the child's needs, behavior, and equipment. Students may benefit from assigned seats, and a seating chart should be maintained with the written bus evacuation plan.

#### D. Service Animal assistance:

No animals are allowed on board except service animals trained to accompany persons with special needs. Service animals should be trained to lie under the seat and not in the aisle or on the bus seat.

#### E. Medical equipment and procedures:

Special needs drivers and assistants must be trained to properly secure all medical equipment during transportation. Adaptive equipment may include respirators, oxygen tanks, suctioning equipment, ventilators, talking boards, torso restraints, tray tables, etc.

### **6.6 BEHAVIOR MODIFICATIONS FOR SPECIAL NEEDS STUDENTS**

To ensure a safe transportation environment, only acceptable student behavior should be allowed on the school bus. Coordinated plans for behavior management should include input from school programs, district transportation policy, and consider the student's disability. All sexual harassment behaviors must be dealt with in a prompt and appropriate manner.

Discipline and conduct reports should be available to ensure equitable discipline throughout the entire educational system. Administrative staff should be aware of the rights and responsibilities of all students and be consistent among all schools regarding the discipline plan of action. Special needs drivers should be able to use school staff as a resource to help in problem situations.

### **6.7 EVACUATION PROCEDURES - INCLUDING EARLY CHILDHOOD**

**Best practices in student transportation include a plan for the evacuation of students from the school bus in the event of an emergency. A guiding principle in special education transportation is that "no student should be placed on a bus until a plan for evacuation has been prepared for the student." Students on a special needs bus will have differing abilities and those must be taken into consideration when preparing an evacuation plan.**

#### **Before an emergency:**

1. Plan and know the escape routes before the emergency occurs.
2. Be prepared for all types of emergencies.
3. Be prepared for the worst possible situation.
4. Know the abilities of the students who are being transported
5. Know the equipment –safety vests, child safety seats, booster seats, safety belts, mobility chairs etc.
6. Know the vehicle you are assigned:
  - a. How to operate the lift without power.
  - b. When to use the ramp or lift to exit the bus.
  - c. Know how to operate the emergency door, or emergency windows, or roof hatches.

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### **Plan of action:**

1. Each bus run should have a written plan developed by the driver and aide and reviewed by the transportation supervisor. A copy of the plan should be available in the dispatch office in the event of an emergency.
2. The plan should indicate which student exits first, 2<sup>nd</sup> etc.
3. Students who have limited mobility may be able to scoot themselves along the aisle to an exit.
4. Safely execute a one or two person lift to move student to safety.
5. Blanket drag used to move students to safety.
6. Plan to utilize bystanders to safely and quickly evacuate your bus

### **DO NOT EVACUATE UNLESS A LIFE THREATENING SITUATION EXISTS**

1. Fire
2. Drowning
3. Roll over
4. Railroad crossing
5. In danger of collision

### **IF YOU MUST EVACUATE, STAY CALM & THINK SAFETY**

1. Check for injuries
2. Radio or call for assistance, tell dispatch it is an emergency
3. Determine safest exits from the bus.
4. Ask passing motorists or by-standers for assistance.
5. If possible drop radio microphone and emergency equipment out bus window, take first aid kit with you.
6. Identify a safe location for passengers to gather away from the bus – approximately 100 feet away. Provide a rope for students to hang onto or provide a personal item such as drivers' coat, purse, etc to give them something to do and divert attention from the crash.
7. Calmly inform the students that they will be evacuating the bus, remind them which exits to use, and where to go when they get outside the bus.
8. Ambulatory students exit first. The lift could be used if absolutely necessary.
9. Students who use wheelchairs but have limited mobility may be able scoot themselves along the aisle to an exit.
  - (a) Use the wheelchair ramp/lifts if operable.
  - (b) Single person lift (cradle lift) with legs, carry close.
  - (c) Two people lift if student is too heavy for one person to carry.
  - (d) Blanket drag – standing or squatting.
10. Keep calm – lower your voice. Make sure students understand you.
11. Make sure all passengers are accounted for. If para/bus aide is available, have them watch the students.

### **6.8 EMERGENCY CARD and CONFIDENTIAL INFORMATION**

A significant amount of information is developed and maintained regarding the evaluation, placement, transportation, health needs, and performance of students with disabilities. It is essential that these records be accurate and up to date. As a driver and aide for special needs students you will need to have access to confidential information.

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- It is critical that this information remain strictly confidential. School staff and the school bus team must ensure that the privacy rights of students with disabilities are protected.
- At NO time may a school official or a school bus team member identify, or provide information about, a student to any individual other than a parent or legal guardian.
- The only exception would be in an emergency situation when the information is given in a "Need to Know" situation. This may be done if the knowledge of such information is necessary to protect the health and safety of the student or other persons.
- Parents must be notified as soon as possible that information has been released as well as the purpose for its release.

#### **EMERGENCY CARD**

According to Minnesota Rules, Chapter 7470.1700 Subp. 2 a driver and aide, if one is assigned, must have access to emergency health care information for the students with disabilities transported on the bus; The health information may be maintained either in a hard copy on the vehicle or immediately accessible through a two-way communications system with the dispatch office.

This information is to be updated annually by the parent or guardian or teacher and must be revised if the student's needs, medication, program placement, or adaptive equipment use changes during the school year.

It is imperative that the transportation department work closely with the special education department and the parents to maintain accurate and timely information.

#### **Additional issues associated with special needs transportation you may need to know how to handle, your transportation office should have procedures defined for the following situations:**

- A parent or caregiver is not home to receive a student when eye to eye or hand to hand drop off is required
- A child is not ready at pickup time from home or school
- What to do when a child is not ready to ride due to illness, behavior or other unsafe circumstances
- You have to clean up body fluids
- There is a weather emergency
- Road conditions change
- Know your local policy and procedures concerning what to do when there is a medical emergency on the bus

It is the driver's responsibility to know and understand the District and/ or Contractor procedures for handling these situations.



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### TRAINING & RESOURCES:

1. Minnesota Department of Education Due Process Manual – Chapter 11 on Transportation
2. Minnesota Department of Education, Division of Special Education (651) 582-8729
3. Minnesota Department of Education, Division of Transportation (651) 582-8855
4. MN. Stat. 125A.02; 125A.03 to 125A.24
5. MN Rule 7470.1700 (Drivers and Aides for Pupils with Disability)
6. MN Rule 7470.1600 (Transporting Pupils with Disability)
7. Minnesota Department of Education “Transporting Students with Disabilities” handbook, November 2007
8. Video – “Confidential Records: Training of School Bus Drivers” Education Compliance Group, Inc. (888) 604-6141
9. “The Answer Book for Transporting Students with Disabilities” LRP Publications [www.lrp.com](http://www.lrp.com)
10. National Conference & Exhibition on Transporting Students with Disabilities & Pre-Schoolers, sponsored by Edupro Group [www.eduprogroup.com](http://www.eduprogroup.com)
11. Bus Attendant Training & Resource Manual
  - i. PTSI, 443 S. Warren ST., Syracuse, NY 13202 1-800-836-2210

Many training videos are available through multiple sources, a comprehensive list is being developed which includes:

Students with ADD/ADHD  
Students with Mental Disabilities  
Students with Visual Disabilities  
Students with Hearing Disabilities  
Wheelchair Management  
Transporting the Emotionally Disabled  
Transporting the Mentally Disabled  
Transporting the Physically Disabled  
Emergency Evacuation of the Special Bus  
Loading and Unloading the Special Bus

**MAPT SPECIAL NEEDS VIDEO COLLECTION**

| District | Video Title   | Length of Video | DVD or VHS | On-Line | Edition | Distributor                              | Category | Rating | Description or Comments Regarding Rating |
|----------|---|-----------------|------------|---------|---------|--|----------|--------|--|
| 272      | Introduction to the Special Needs Bus   | 13:15 min       | VHS        |         |         | AMS Video                                |          | G      |  |
| 272      | Loading & Unloading the Special Bus   | 14:35 min       | VHS        |         |         | AMS Video                                |          |        |  |
| 272      | Emergency Evacuation of the Special Bus   | 16:25 min       | VHS        |         |         | AMS Video                                |          |        |  |
| 272      | Transporting the Physically Disabled  | 16:15 min       | VHS        |         |         | AMS Video                                |          |        |  |
| 272      | Transporting the Mentally Disabled  | 13:17 min       | VHS        |         |         | AMS Video                                |          |        |  |
| 272      | Transporting the Emotionally Disabled   | 12:25 min       | VHS        |         |         | AMS Video                                |          |        |  |
| 272      | Wheelchair Management   | 10:00 min       | VHS        |         |         | AMS Video                                |          |        |  |
| 272      | Special Planning/Special People Autism  | 13 min          | VHS        |         |         | Albuquerque Public Schools               |          |        |  |
| 272      | Special Planning/Special People Epilepsy  | 13 min          | VHS        |         |         | Albuquerque Public Schools               |          |        |  |
| 272      | Special Planning/Special People Prepare to Evacuate   | 15 min          | VHS        |         |         | Albuquerque Public Schools               |          |        |  |
| 272      | Students with Hearing Disabilities  | 13 min          | VHS        |         |         |  |          |        |  |
| 272      | Students with Visual Disabilities   | 8 min           | VHS        |         |         |  |          |        |  |
| 272      | Students with Mental Disabilities   | 16 min          | VHS        |         |         |  |          |        |  |
| 272      | Students with ADD/ADHD Disabilities   | 14 min          | VHS        |         |         |  |          |        |  |
| 272      | School Bus Evacuation for Students with Disabilities  | 9 min           | VHS        |         |         | Anoka Hennepin School District #11       |          |        |  |
| 272      | Commercial Wheelchair Lift Operations   | 18 min          | VHS        |         |         | Ricon Corporation                        |          |        |  |
| 272      | Behavior Management #1-Transporting Special Needs Children with Commitment & Care             | 15 min          | VHS        |         |         | STS                                      |          |        |  |
| 272      | Behavior Management #2-Transporting Special Needs-Kids are People Too!                        | 12 min          | VHS        |         |         | STS                                      |          |        |  |
| 272      | Behavior Management #3-Transporting Special Needs-Don't Lose Your Touch                       | 16 min          | VHS        |         |         | STS                                      |          |        |  |
| 272      | Students with Orthopedic Disabilities   | 13 min          | VHS        |         |         |  |          |        |  |
| 272      | Special Planning/Special People Characteristics   | 16 min          | VHS        |         |         |  |          |        |  |
| 272      | Vol. XIII Communication Part 3-5 Communication/Universal Precautions of the Special Needs Bus | ?               | VHS        |         |         | MN School Bus Drivers Development Series |          |        |  |

**MAPT SPECIAL NEEDS VIDEO COLLECTION**

| District | Video Title  | Length of Video | DVD or VHS | On-Line | Edition | Distributor   | Category | Rating | Description or Comments Regarding Rating  |
|----------|--|-----------------|------------|---------|---------|---|----------|--------|---|
| 276      | Confidential Records: A Guide for Pupil Transportation Officials | 16 min          | Both       |         |         | <a href="http://www.educationcompliancegroup.com/products/confrecords.html">http://www.educationcompliancegroup.com/products/confrecords.html</a>     |          | E      | The only video training program about confidentiality issues created for school bus drivers! School bus drivers often need access to confidential student information to do their jobs effectively. This includes health and medical needs of the riders on their bus. Both the Family Educational Rights and Privacy Act ("FERPA") and the Individuals with Disabilities Education Act ("IDEA") require that school bus drivers first be trained about the use and misuse of such information. |
| 276      | Steering Clear of Liability: Training for School Bus Drivers.    | 18 min          | Both       |         |         | <a href="http://www.educationcompliancegroup.com/products/steeringclear.html">http://www.educationcompliancegroup.com/products/steeringclear.html</a> |          | E      | Driver training video makes clear to drivers how their single departure from regular procedure can lead to tragic results – even when students aren't on the bus. The training video depicts real-life situations that graphically demonstrate school bus drivers' role in preventing student behavior off the school bus that's predictable, and dangerous.  |

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|----------|---|-----------------|------------|---------|---------|---|----------|--------|--|
| 276      | "PUTTING THE BRAKES ON HARASSMENT: TRAINING FOR SCHOOL BUS DRIVERS"   | 25 min          | Both       |         |         | <a href="http://www.educationcompliancegroup.com/products/brakesharassment.html#harassvideo">http://www.educationcompliancegroup.com/products/brakesharassment.html#harassvideo</a> |          |        | <p>"Putting the Brakes on Harassment" will help your drivers recognize and address student-to-student harassment when it happens on their watch. They'll feel like part of a live class, as they get a bird's eye view of Peggy teaching an in-service session. It's an absorbing format for training about behavior that occurs all too often on your buses. Your drivers will learn practical approaches to harassment on the basis of sex, race, ethnicity, national origin, religion, disability, and sexual orientation that have been approved by the courts across the country. A trainer's discussion guide and handout for drivers is included.</p> |
|          | Bloodborne Pathogens: Universal Precautions for Working with Children | 15 min          | Both       |         | 202     | Aims  |          |        | <p>Developed according to OSHA regulations and using information from the Centers for Disease Control on Universal Precautions, this video uses clear language and realistic situations to explain the basic steps of infection prevention. Prepare staff to protect themselves when caring for children.</p> <p><a href="http://www.safetytrainingnetwork.com/cgi/view_services.cgi?request=detail&amp;prod_num=1534">http://www.safetytrainingnetwork.com/cgi/view_services.cgi?request=detail&amp;prod_num=1534</a></p>   |

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|-----------|--|-----------------|------------|---------|---------|---|----------|--------|---|
|           | The Safest Way Out: Emergency School Bus Evacuation (Special Needs Driver Version) | 16 min          | VHS        |         | 1997    | AAA   |          |        |   |
| Training  | Nonviolent Crisis Intervention® Training Program                                   |                 |            |         |         | cpi - on-site training program  |          |        | The <b>Nonviolent Crisis Intervention</b> ® program, developed by the <b>Crisis Prevention Institute (CPI)</b> , not only teaches staff to respond effectively to the warning signs that someone is beginning to lose control, but also addresses how staff can deal with their own stress, anxieties, and emotions when confronted with these challenging situations. You can learn how to avoid and take control of an out-of-control situation with the Nonviolent Crisis Intervention® training program |
| Subscribe | Legal Routes - quarterly news publication  |                 |            |         |         | <a href="http://legalroutes.com/">http://legalroutes.com/</a>   |          |        | A publication that explains pupil transportation law and compliance issues in clear, concise and readable language is available for school transportation professionals and school business officials.  |
|           | Bus Evacuation For Special Education Bus Drivers (Video)                           | 20 min          | VHS        |         |         | <a href="http://ecom.coastal.com/VCC009-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/Bus-training.aspx">http://ecom.coastal.com/VCC009-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/Bus-training.aspx</a> |          |        | Minimize the risk of injury to your special education students and bus drivers when an evacuation is necessary. This program provides effective methods on safe evacuation.   |

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|----------|---|-----------------|------------|---------|---------|---|----------|--------|---|
|          | Transporting Students With Special Needs: Commitment & Care (Video)   | 19 min          | VHS        |         |         | <a href="http://ecom.coastal.com/BUS027-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/Transporting-training.aspx">http://ecom.coastal.com/BUS027-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/Transporting-training.aspx</a> |          |        | This helpful program presents situations for bus drivers to show sensitivity to behaviors and attitudes of special needs children. Commitment to safety, orders and rights, Effective observation of behavior, Choosing the appropriate intervention  |
|          | Transporting Students With Special Needs: Kids Are People Too (Video) | 23 min          | VHS        |         |         | <a href="http://ecom.coastal.com/BUS028-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/Transporting-training.aspx">http://ecom.coastal.com/BUS028-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/Transporting-training.aspx</a> |          |        | This program is specially designed for school bus drivers dealing with special students. It presents methods to understand and effectively manage the behavioral needs of these students. Identifying behaviors and commitments, Identifying the students' needs, Meeting the needs   |
|          | Advanced Techniques For Special Ed Bus Driving Safety (Video)         | 20 min          | VHS        |         |         | <a href="http://ecom.coastal.com/VCC008-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/Advanced-training.aspx">http://ecom.coastal.com/VCC008-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/Advanced-training.aspx</a>         |          |        | Train your school bus drivers how to properly and safely interact with special education students. This program gives advanced techniques on the proper response for behavioral problems and medical emergencies that could arise while riding a school bus. Emergency response for seizures, Bloodborne pathogens clean-up, Dealing with behavioral problems, Communications between students, parents, drivers and teachers, Driver responsibility, Efficient loading of students |

**MAPT SPECIAL NEEDS VIDEO COLLECTION**

| District | Video Title  | Length of Video | DVD or VHS | On-Line | Edition | Distributor   | Category | Rating | Description or Comments Regarding Rating  |
|----------|--|-----------------|------------|---------|---------|---|----------|--------|---|
|          | Intervention Strategies For Special Ed Bus Drivers (Video) | 20 min          | VHS        |         |         | <a href="http://ecom.coastal.com/VCC010-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/Intervention-training.aspx">http://ecom.coastal.com/VCC010-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/Intervention-training.aspx</a> |          |        | <p>Students with special needs require more care and attention from staff and faculty members. This helpful program helps school bus drivers recognize the importance of handling inappropriate behavior properly when on the bus. Importance of teamwork between parents, bus drivers and special ed teachers, Importance of positive reinforcement, Verbal intervention strategy, Importance of the IEP</p> |
|          | Introduction To Special Ed Bus Driving Safety              | 20 min          | VHS        |         |         | <a href="http://ecom.coastal.com/VCC007-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/Introduction-training.aspx">http://ecom.coastal.com/VCC007-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/Introduction-training.aspx</a> |          |        | <p>Using the model of a skilled school bus driver instructor providing instruction to a new trainee, this important program covers a variety of key points. Driving techniques for special needs students, Wheelchair preparation, Properly tying down wheelchairs, Raising the chair lift when the electrical systems fails</p>  |
|          | Safety Techniques For Tying Down Wheelchairs               | 20 min          | VHS        |         |         | <a href="http://ecom.coastal.com/VCC011-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/Safety-training.aspx">http://ecom.coastal.com/VCC011-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/Safety-training.aspx</a>             |          |        | <p>This program features numerous examples of how to properly secure wheelchairs. Types of securement systems, Types of wheelchairs, Demonstrations of tie-down techniques, Protecting your back</p>  |

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|----------|--|-----------------|------------|---------|---------|---|----------|--------|--|
|          | Transporting Students With Special Needs: Don't Lose Your Touch  | 17 min          | VHS        |         |         | <a href="http://ecom.coastal.com/BUS029-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/Transporting-training.aspx">http://ecom.coastal.com/BUS029-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/Transporting-training.aspx</a> |          |        | Special students may rely on touch to communicate to others. School bus drivers who are responsible for these students must promote safety and foster healthy relationship connections. Touch to convey respect and concern, Touch for attention and calming, Touch to restrain or teach   |
|          | Bloodborne Pathogens For School Employees: The Straight Facts    |                 | Both       |         |         | <a href="http://ecom.coastal.com/BBP025-DVD-ESX(CoastalU)/SC/en-US/ProductDetails/Bloodborne-training.aspx">http://ecom.coastal.com/BBP025-DVD-ESX(CoastalU)/SC/en-US/ProductDetails/Bloodborne-training.aspx</a>     |          |        | This program takes a closer look at the three main bloodborne pathogens putting your faculty at greatest risk in the job - Hepatitis B, Hepatitis C and HIV. The video also addresses the Standard Precautions School employees need to follow in order to protect themselves from transmission. HBV, HCV and HIV, Hepatitis B vaccine, Transmission, Exposure Control Plans, Standard Precautions, Personal Protective Equipment, Handling trash, What to do if exposed, plus more. This is an entire training session with Powerpoint and handbooks. |
|          | Bloodborne Pathogens For School Bus Drivers: The Route To Safety |                 | Both       | Y       |         | <a href="http://ecom.coastal.com/BUS000-DVD-ESX(CoastalU)/SC/en-US/ProductDetails/Bloodborne-training.aspx">http://ecom.coastal.com/BUS000-DVD-ESX(CoastalU)/SC/en-US/ProductDetails/Bloodborne-training.aspx</a>     |          |        | This critical program will help ensure that school bus drivers understand the Standard Precautions that can prevent the spread of bloodborne diseases. Bloodborne diseases in transportation, Transmission and prevention, Personal protective equipment. This is an entire training session with Powerpoint and handbooks.  |



**MAPT SPECIAL NEEDS VIDEO COLLECTION**

| District | Video Title  | Length of Video | DVD or VHS | On-Line | Edition | Distributor   | Category | Rating | Description or Comments Regarding Rating   |
|----------|--|-----------------|------------|---------|---------|---|----------|--------|--|
|          | Transporting Pre-Schoolers: Get a Head Start on Safety |                 | Both       |         |         | <a href="http://www.coastal.com">http://www.coastal.com</a>   |          |        |  |
|          | Child Safety Restraint Systems                         |                 |            |         |         | <a href="http://www.coastal.com">http://www.coastal.com</a>   |          |        |  |
|          | School Bus Safety: Steer Away From The Dangers         |                 |            |         |         | <a href="http://www.coastal.com">http://www.coastal.com</a>   |          |        | Bus Drivers: Managing Emergencies, to address the pressing issues bus drivers could face throughout the school year.   |
|          | Safe School Bus Crossing Procedures                    |                 |            |         |         | <a href="http://www.coastal.com">http://www.coastal.com</a>   |          |        |  |
|          | School Bus safety Series (Volumes 1-4)                 | 26 min          | VHS        |         |         | <a href="http://ecom.coastal.com/BUS031-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/School-training.aspx">http://ecom.coastal.com/BUS031-VHS-ENG(CoastalU)/SC/en-US/ProductDetails/School-training.aspx</a> |          |        | Four age-appropriate programs with instructor manuals for teaching children how to safely ride the school bus. Designed to be taught in the classroom by the teacher or transportation representative. This training series includes four modules and four classroom lesson plans. |