



REQUIREMENTS FOR OHIO SCHOOL BUS DRIVERS

Legal requirements:

- at least two years of driving experience and must meet local school district board of education's minimum driving age (21 in most cases)
- annual physical examination
- drug and alcohol tests at initial hiring and randomly thereafter and after accidents
- semiannual driving record check
- commercial driver's license with school bus and passenger endorsements
- school bus driver certification by the district
- satisfactory criminal background check at hiring and every six years thereafter

In addition to tests, training and certifications, a bus driver must uphold certain mental and moral standards.

Characteristics of a good bus driver are:

- good moral character
- ability to cope with stressful situations
- ability to control temper and interact successfully with students and parents
- professionalism

All school bus drivers in Ohio are required to hold an Ohio school bus driver's certificate in addition to their commercial driver's license. The training required to



obtain this certificate includes:

- a minimum of 12 hours of on-the-bus instruction covering topics including:
 - ◆ vehicle operations and inspection
 - ◆ student management
 - ◆ safety procedures
 - ◆ student loading and unloading procedures

- ◆ railroad crossing safety
- ◆ using detailed route sheets
- ◆ emergency procedures
- 15 hours of classroom instruction that includes:
 - ◆ commercial license requirements
 - ◆ Ohio student transportation operation and safety rules
 - ◆ student management
 - ◆ first aid
 - ◆ public relations
 - ◆ transporting preschool and special needs children
 - ◆ radio communication procedures
 - ◆ motor vehicle laws
 - ◆ drug and alcohol requirements

Drivers who successfully complete the training listed above are certified as a school bus driver for six years. They are required to renew their certificates every six years by completing a nine-hour classroom course and having a successful evaluation of their driving and vehicle skills.

All school bus drivers are required to participate in a minimum of four hours of in-service training annually to keep their knowledge and skills current. Many districts provide monthly training programs for their bus drivers. ■

REQUIREMENTS FOR THE STUDENT TRANSPORTATION SCHOOL ADMINISTRATOR

This could be a full-time position or could be an additional assignment for an individual with another role such as principal, superintendent or athletic director.

Legal requirements

- Satisfactory criminal background check.
- Satisfactory driving record.
- Post-high school education or work experience in a related field.
- Annual participation in four hours of in-service in school transportation-related training.
- Completion of the classroom portion of the Ohio pre-service driver training program at least once every six years. Newly assigned administrators shall complete this training within one year of their appointment.

Functional requirements

- Computer skills and capability of fulfilling Internet-based reporting requirements for the Ohio Department of Education.
- Needs to be able to manage personnel.
- Understanding of safety management practices.