

administrative guidelines

**BOARD OF EDUCATION
PORT WASHINGTON-SAUKVILLE PUBLIC SCHOOLS**

**OPERATIONS
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TRANSPORTATION – SCHOOL BUS EXHAUST EMISSIONS

The Port Washington-Saukville School District is committed to continuing to provide a safe, healthy, and nurturing environment for our students. Therefore, as a result of state and national health concerns related to school bus exhaust emissions, the Port Washington-Saukville School District has established the following administrative directives in cooperation with the Johnson Transportation Company throughout the entire district and at all school district buildings.

- A. When school bus drivers arrive at loading or unloading areas to drop off or pick up passengers, they should turn off their buses as soon as possible to eliminate idling time and reduce harmful emissions. The school bus should not be restarted until it is ready to depart and there is a clear path to exit the pick-up area. Exceptions include conditions that would compromise passenger safety, such as:
 - 1. Temperature (including wind chill) below 0° F.
 - 2. Idling in traffic.
- B. At school bus depots, limit the idling time during early morning warm-up and idle to what is recommended by the manufacturer (generally 3-5 minutes) in all but the coldest weather.
- C. Buses should not idle while waiting for students during field trips, extracurricular activities or other events where students are transported off school grounds.
- D. In colder weather, schools are directed to provide a space inside the school where bus drivers who arrive early can wait.
- E. In colder weather, if the warmth of the bus is an issue, idling is to be at a very minimum and occur outside the school zone. The “warmed” bus is to enter the school zone as close to pick-up time as possible to maintain warmth and then shut down.
- F. All service delivery vehicles shall turn off the engines while making deliveries to school buildings.
- G. Transportation Operations staff are directed to revise bus schedules so that school bus caravanning can be avoided and the cleanest buses assigned to the longest routes.
- H. All drivers shall receive a copy of this bulletin at the beginning of every school year.

Approved: 4/8/05