

<b>Kelsey School Division</b> <b>Box 4700</b> <b>The Pas, MB R9A 1R4</b>  <b>Phone: 623-6421</b>	<b>Code: EEACA</b>
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## **BUS DRIVER EXAMINATION AND TRAINING**

When hiring a bus driver, the following criteria will be applied:

1. Possession of a valid Class 2 License.
2. Possession of a Bus Driver's Certificate as issued by the Pupil Transportation, Manitoba Education.
3. Have a minimum of 4 years as a licensed driver.
4. Have a good driving record with no alcohol related charges in the past 4 years.
5. Ability to pass an annual physical examination.
6. Have an even disposition and the ability to manage students.
7. Skill in operating a large vehicle effectively and efficiently.
8. Ability to keep the required records.
9. Demonstrate an acceptable level of knowledge and skills as per Kelsey School Division developed standards.

Every school bus driver shall have their Class 2 Driver's License on their person at all times. If, in the event, a driver's license is removed from their person, a report is to be made to the Director of Maintenance and Transportation immediately.

### Medical Tests

Before an application for the position of bus driver is considered, the applicant must obtain a medical certificate from a physician, declaring them to be medically fit to drive a school bus. The physician may be appointed by the Board. The Board will pay the costs of medical examinations which it authorizes.

### Further examinations

- a) After a driver has been employed for more than one year, they shall be required to provide authorization for the Division to obtain a driving abstract annually.
- b) The Board has adopted the medical form mentioned in the Highway Traffic Act Regulation 61/75, section 8(2).

It will be the policy of Kelsey School Division that the holder of a license in Classes 1 to 4 shall file a medical report, on a form furnished by Kelsey School Division and the Motor Vehicle Branch, upon initial application and annually thereafter. It will be noted that this policy covers and adds to the requirements of Regulation 61/75, section 8(2) of the Highway Traffic Act.

On this form is provision for the medical examiner to request a medical as they deem necessary.

Jan/93,June/98