



# Infants, Toddlers & Preschool Writing Committee

## State Delegation Ready Proposals

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**PROPOSED REVISION TO NATIONAL SCHOOL TRANSPORTATION SPECIFICATIONS AND PROCEDURES**

Submitted by: **Infants, Toddlers, and Pre-schoolers** Writing Committee. Excerpted from 2015 National School Transportation Specifications and Procedures; **inserted language red, bold & underlined**; ~~deleted language in strike-through~~.

**Infants, Toddlers, and Pre-schoolers – Proposal Number 1**

**Proposed Change, Page #: 230**

**HEAD START**

Head Start programs are required to provide special services for three- through five-year-old children with disabilities. **Refer to 45 CFR 13010.22** Head Start programs are required to have a “Disabilities Coordinator” who is responsible for developing a disabilities service plan that provides for the special needs of children with disabilities and their parents.

**Rationale for Change:** None noted

**Fiscal Impact if Any:** None noted

## **Infants, Toddlers, and Pre-schoolers – Proposal Number 2**

### **Proposed Change, Page #: 231**

#### **GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN**

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

##### **A. Administrator's Role**

The transportation supervisor (or designee) should be responsible for the supervision of transportation services for infants, toddlers and pre-school children. It is essential that this individual be knowledgeable about the unique needs of children in this age group.

Transportation personnel responsible for the daily transportation of young children should receive appropriate training from professionals qualified to make decisions Regarding child safety, seating, communication, physical handling, health and medical needs and other special circumstances, based on a curriculum **and resources** developed by The National Highway Traffic Safety Administration (NHTSA) and The National Safe Kids Coalition which certifies child passenger safety technicians.

**Rationale for Change:** To acknowledge the availability of additional necessary resources.

**Fiscal Impact if Any:** None noted

## **Infants, Toddlers, and Pre-schoolers – Proposal Number 3**

### **Proposed Change, Page #: 232**

#### **GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN**

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

A. Administrator's Role

6. Transportation requirements on a child's IFSP or IEP, ~~including confidentiality~~;  
**adherence to all confidentiality requirements.**

**Rationale for Change:** To clarify the need for driver's knowledge and responsibility to adhere to all confidentiality requirements.

**Fiscal Impact if Any:** None noted

## **Infants, Toddlers, and Pre-schoolers – Proposal Number 4**

### **Proposed Change, Page #: 233**

#### **GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN**

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

- C. Bus Attendants (Monitors or Assistants)
  - 3. Appropriate use of equipment in the school bus (e.g., power lifts; child safety restraint systems, such as **conventional** child safety seats, **school bus specific add-on CSRS, school bus specific lap belt add-on CSRS**, safety vests and integrated seats; related securement systems, including **portable seat mounts, cam wraps** ~~vest mounting~~ and safety belts; wheelchairs and wheelchair tiedowns and occupant restraint systems) See APPENDIX E.);

**Rationale for Change:** To update equipment commonly used to transport infants, toddlers and pre-school children.

**Fiscal Impact if Any:** None noted

## **Infants, Toddlers, and Pre-schoolers – Proposal Number 5**

### **Proposed Change, Page #: 233**

#### **GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN**

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

C. Bus Attendants (Monitors or Assistants)

6. Transportation requirements on a child's IFSP or IEP, ~~including confidentiality~~;  
**adherence to all confidentiality requirements.**

**Rationale for Change:** To clarify the need for driver's knowledge and responsibility to adhere to all confidentiality requirements.

**Fiscal Impact if Any:** None noted

## **Infants, Toddlers, and Pre-schoolers – Proposal Number 6**

### **Proposed Change, Page #: 233**

#### **GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN**

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

D. Training

4. It is essential that all first aid **and CPR** training be specifically designed for infants, toddlers and pre-school children.

**Rationale for Change:** To stress the importance of CPR training addressing the specialized needs of infants, toddlers and pre-school children .

**Fiscal Impact if Any:** None noted



## **Infants, Toddlers, and Pre-schoolers – Proposal Number 7**

**Proposed Change, Page #: 235**

### **GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN**

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

#### **D. Training**

- p. Medicine transport (**Oxygen**);
- q. Pick-up and drop-off, including provisions addressing when an authorized adult is not at the scheduled drop-off;
- r. Reports;
- bb Best practices in wheelchair transportation safety
- cc Safe lifting/handling of students/body protection**

**Rationale for Change:** To include the vital training in safe lifting/handling and body protection needed to keep both passengers and transporters safe.

**Fiscal Impact if Any:** None noted

## **Infants, Toddlers, and Pre-schoolers – Proposal Number 8**

### **Proposed Change, Page #: 236**

#### **GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN**

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

##### **E. Equipment**

Great strides have been made in the type of equipment used to assist infants, toddlers and pre-school children with special needs. These children present multiple challenges to providers of transportation. The school bus vehicle is significant because it is the mechanism for transporting young children who have special needs to and from support and development programs. To assure child passenger safety in the school bus, transportation personnel will need training to work with infants, toddlers and pre-school children who use a variety of equipment. Challenges relating to proper use and installation of Child Safety Restraint Systems (CSRSs), including car seats, arise. Many of these challenges are addressed in NHTSA's "Guideline for the Safe Transportation of Pre-school Age Children in School Buses" (February 1999).

**Note:** Refer to "Proper Use of Child Safety Restraint Systems in School Buses"  
<http://www.nhtsa.gov/people/injury/buses/busseatbelt/index.html>

Infants, toddlers and pre-school children with special needs present a challenge for transportation personnel because school buses were not designed to transport young children as passengers.

~~Each~~ **All** pre-school age school bus passengers **(with or without special needs)** should ~~use~~ **be secured in** a child safety restraint system appropriate for the child's age, weight, height and specialized needs, ~~as determined by the IEP or IFSP team~~. **The IEP or IFSP team should determine the specific CSRS utilized for each pre-school passenger with special needs as well as work as a team in training in its use and fit.**

**Rationale for Change:** To stress that all preschool children should be secured in a CSRS as stated in the NHTSA Preschool Guideline and other nationally recognized resources.

**Fiscal Impact if Any:** None noted

## **Infants, Toddlers, and Pre-schoolers – Proposal Number 9**

**Proposed Change, Page #: 236**

### **GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN**

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

#### **F. Child Safety Restraint Systems (CSRSs)**

CSRSs used in school buses must be appropriate for the individual child and must be used correctly. ~~All of the restraint systems used for transportation must be secured to the bus seat in the manner prescribed and approved by both the school bus and CSRS manufacturer.~~

##### 1. Elements of Correct Installation of CSRSs

It is recognized that compartmentalization, the passive safety restraint system required in school buses under FMVSS No. 222, provides a higher level of safety to children over 40 pounds. For this reason, all preschool aged passengers must be secured in a CSRS. In addition, children with special needs may require the special securement or positioning provided by CSRSs. CSRS refers to crash-tested devices or systems meeting FMVSS No. 213 that are specifically designed and tested to provide infant/child crash protection. It is a general term for systems including: conventional child safety seats, school bus specific CSRS, school bus specific lap belt add-on CSRS, integrated seats, safety vests and for passengers older than 4 years of age shoulder lap belt bus seats. Children diagnosed with medical complexities or fragility might require special securement or positioning systems.

**Rationale for Change:** To clearly define CSRS and the requirements surrounding them on a school bus. To specify that the “Elements” following on page 237 pertain to conventional child safety seats and not CSRS in general.

**Fiscal Impact if Any:** None noted

## **Infants, Toddlers, and Pre-schoolers – Proposal Number 10**

### **Proposed Change, Page #: 237**

#### **GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN**

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

c. Installation

To achieve tight installation, place hand on and push down in the CSRS to compress the bus seat cushion. With the buckle(s) engaged, pull the loose end of the seat belt(s) **or LATCH lower anchor belt** to tighten and lock **them** ~~the safety belt~~. The CSRS should not move more than one inch forward or side-to-side when tested by grasping the seat at the belt path.

**Rationale for Change:** To include securement using LATCH lower anchor belt.

**Fiscal Impact if Any:** None noted

## Infants, Toddlers, and Pre-schoolers – Proposal Number 11

Proposed Change, Page #: 237

### GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

#### F. Child Safety Restraint Systems (CSRSs)

CSRSs used in school buses must be appropriate for the individual child and must be used correctly. All of the restraint systems used for transportation must be secured to the bus seat in the manner prescribed and approved by both the school bus and CSRS manufacturer.

#### 2. Types of ~~Restraints~~ Conventional Child Safety Seats

##### a. Rear-facing only child safety seat ~~CSRS (infant only)~~

- I These seats are designed for young infants ~~from birth to twenty or twenty-two pounds~~ (~~and~~ manufacturer's instructions) ~~and who usually are less than 26 inches in length~~ should be consulted for weight and length limits. The top of the child's head should be well contained within the shell of the car seat. Unless manufacturer's instructions state otherwise the top of the child's head should not be positioned less than 1" from the top of the seat's back. These seats are used in rear-facing position at a 45 degree recline, which provides support to the infant's head, neck and back.
- II Harness straps must be at or below the infant's shoulders and must be snug. A snug strap should not allow any slack, should lie in a relatively straight line without sagging and should not press on the child's flesh or push the child's body into an unnatural position. When properly fitted, harness strap material should not be able to be pinched between thumb and forefinger. The harness retainer clip, which is designed to hold the harness straps in place, should always be placed at armpit level.
- III ~~Avoid any~~ No extra padding or blankets should be placed behind or beneath the ~~infant~~ child.

**Rationale for Change:** To update information on rear-facing CSRS available in today's marketplace.

**Fiscal Impact if Any:** None noted

## **Infants, Toddlers, and Pre-schoolers – Proposal Number 12**

### **Proposed Change, Page #: 238**

#### **GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN**

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

F. Child Safety Restraint Systems (CSRSs)

CSRSs used in school buses must be appropriate for the individual child and must be used correctly. All of the restraint systems used for transportation must be secured to the bus seat in the manner prescribed and approved by both the school bus and CSRS manufacturer.

2. Types of ~~Restraints~~ **Conventional Child Safety Seats**

b. **Conventional** Convertible ~~CSRS~~ **Child Safety Seat** (Rear-Facing)

- I Rear-facing ~~infant positioning~~ **ing** is ~~designed for children from birth to twenty pounds, one year of age (manufacturer's instructions), weighing up to twenty pounds and usually less than 26 inches in length. Many~~ **recommended for all children under 1 year of age. The American Academy of Pediatrics and CSRS manufacturers recommend keeping children rear-facing as long as allowed by the CSRS manufacturer. See manufacturer's guidelines for weight and height restrictions. Conventional child safety seats** ~~CSRSs~~ are now available to accommodate larger children (~~30 to 35 lbs.~~) in the rear-facing position.

**Note:** ~~See manufacturer's guidelines for weight and height restrictions. It is recommended that children ride rear facing as long as recommended or allowed by the CSRS manufacturer.~~

- II The rear-facing position at a 45 degree recline supports the infant's head, neck and back.
- III The harness straps must be at or below the infant's shoulders.

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Transportation Specifications and Procedures; **inserted language red, bold & underlined**; ~~deleted language in strike-through~~.

**Page Continued:**

- i. Harness straps must be snug. A snug strap should not allow any slack, should lie in a relatively straight line without sagging and should not press on the child's flesh or push the child's body into an unnatural position. When properly fitted, harness strap material should not be able to be pinched between the thumb and forefinger.
  - ii. The harness retainer clip, which is designed to hold the harness straps in place, is always at armpit level.  
Do not use any extra padding or blankets behind or beneath the infant.
- IV Do not use any extra padding or blankets behind or beneath the infant.

~~V Avoid the use of a T-shield or tray shield with infants or young children with eyeglasses, feeding tubes, shunts or other medical devices that may come in contact with the shield. Avoid use of CSRSs with a shield with children who, due to their stature, may not fit into the seat snugly or may make contact with the shield with their face or neck.~~

- c. **Conventional Child Safety Seat** Convertible CSRSs (Forward-Facing)

**Rationale for Change:** To update information on convertible CSRS available in today's marketplace.

**Fiscal Impact if Any:** None noted

## **Infants, Toddlers, and Pre-schoolers – Proposal Number 13**

### **Proposed Change, Page #: 239**

#### **GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN**

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

F. Child Safety Restraint Systems (CSRSs)

CSRSs used in school buses must be appropriate for the individual child and must be used correctly. All of the restraint systems used for transportation must be secured to the bus seat in the manner prescribed and approved by both the school bus and CSRS manufacturer.

2. Types of Restraints

d. Convertible CSRSs (Forward-Facing)

~~I — Forward facing CSRSs with five point harness, T Shield or tray shield are designed for children above twenty to sixty pounds. (Rear facing position should be maintained for as long as recommended or advised by the manufacturer.) Some forward facing only seats are available to accommodate larger children.~~ **Conventional child safety seats are designed for use by children who outgrow rear-facing child safety seats.**

~~II — All f~~ **Forward**-facing seats should be adjusted to the upright position **unless some recline is needed and allowed by the manufacturer.**

III Harness straps must be in the upper slot at or above the child's shoulders. (Follow manufacturer's guidelines.)



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**Page Continued:**

- IV The seat may be used until the child reaches the maximum weight or height allowed per the manufacturer's guidelines or until the top of the child's ears are above the back of the shell.
- V Harness straps must be snug. A snug strap should not allow any slack, should lie in a relatively straight line without sagging and should not press on the child's flesh or push the child's body into an unnatural position. When properly fitted, harness strap material should not be able to be pinched between the thumb and forefinger.
- ~~VI~~ ~~Avoid the use of a T shield or tray shield with infants or young children with eyeglasses, feeding tubes, shunts or other medical devices that may come in contact with the shield. Avoid use of CSRSs with a shield with children who may not fit into the seat snugly due to their stature.~~

**Note:** Some CSRSs cannot be installed properly in a twenty inch bus seat (i.e. tray shield and some convertible seats).

**d. Car Beds**

**Note:** A car bed for infants up to 20 pounds allows the infant to lie flat. The use of a car bed should be predicated on the advice of a physician or an appropriate medical support professional (e.g. physical/occupational therapist) and approved by qualified personnel at an IFSP team meeting.

- I Lateral support can be added with rolled-up towels or receiving blankets at both sides of the infant. Do not place around the infant's head padding that would cause an airway blockage.

**Rationale for Change:** To update information on conventional forward facing CSRS available in today's marketplace

**Fiscal Impact if Any:** None noted

## **Infants, Toddlers, and Pre-schoolers – Proposal Number 14**

### **Proposed Change, Page #: 239 & 240**

#### **GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN**

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

d. **Car Beds**

**Note:** A car bed for infants up to 20 pounds allows the infant to lie flat. The use of a car bed should be predicated on the advice of a physician or an appropriate medical support professional (e.g. physical/occupational therapist) and approved by qualified personnel at an IFSP team meeting.

~~I Lateral support can be added with rolled up towels or receiving blankets at both sides of the infant. Do not place around the infant's head padding that would cause an airway blockage.~~

~~II Beds must be secured to the bus seat, with the seat belt passing through both slide loops. Check and use manufacturer's instructions before using beds.~~

~~III Adjust the harness system to a snug fit as specified by the manufacturer. Harness straps should lie flat (not twisted).~~

~~IV Caution should be given to gastrostomy tubes, tracheostomies and shunts.~~

e. **School Bus Specific CSRS**

**1. Five point harness systems designed and tested to be used only on a school bus**

**2. Meet FMVSS No 213 including required crotch strap/support**

**3. Attach to the bus seat through use of a cam wrap**

**4. Do not utilize lap belts**

Page Continued:

5. All forward facing systems which seat the child fully upright and therefore are not appropriate for students under 2 years of age or who need to ride rear facing.
  6. Only used for students weighing at least 25 pounds
  7. Can be used on traditional (non-210) or reinforced FMVSS 210 compliant bus seats
  8. Entire seat behind the child secured in a school bus specific CSRS must be either empty or seat occupants also secured in a CSRS. This is to prevent double loading of the seat back.
  9. Fit of the harness system and positioning in the school bus specific CSRS follows the same safety principles as that of other forward-facing CSRSs.
  10. Manufacturer's installation/securement instructions must be followed.
- f. School Bus Specific Lap Belt Add-On CSRS
1. Five point (with lap belt) harness systems designed and tested to be used only on a school bus
  2. Attach to bus seat through use of a cam wrap or portable seat mount
  3. Utilize federally-approved lap belts compliant with FMVSS No 209
  4. Must be used on reinforced bus seats compliant with FMVSS No 210
  5. Meet FMVSS 213 including required crotch strap/support
  6. All forward facing systems which seat child fully upright and therefore are not appropriate for students under 2 years of age who need to ride rear facing

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7. Only used for students weighing at least 25 pounds
8. Entire seat behind the child secured in a school bus specific lap belt add-on CSRS must be either empty or seat occupants also secured in a CSRS. This is to prevent double loading of the seat back.
9. Fit of the harness system and positioning in the school bus specific lap belt add-on CSRS follows the same safety principles as that of other forward-facing CSRS. In addition, when fit is complete, the lap belt must be low on the pelvis of the child with its lower edge touching the upper thighs of the child.
10. Manufacturer's installation/securement instructions must be followed.

**g.** Specialized Positioning Seats

- I Specialized positioning seats are used only when a child does not fit in a standard CSRS or has a particular condition warranting more support.
- II As per NHTSA's, "*Child Passenger Safety Training Instructor Guide For School Buses*," tether straps are not required in school buses; however, some special needs CSRSs require a tether strap. (See manufacturer's instructions and all NHTSA curricula to determine the specifics.)

When a tether strap is used, the seat to which it is tethered must be unoccupied. For further clarification on the proper use of tethers, consult with a CPS (Child Passenger Safety) technician.

The safety belt, cam wrap or portable seat mount must be routed through the appropriate belt path specified by the manufacturer's instructions to secure the CSRS.

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If a retainer clip is used, it must be positioned at armpit level.

Caution should be given to gastrostomy tubes, tracheostomies, and shunts.

**h.** Safety Vests

**Note:** This restraint must be used only on school bus seats. The entire seat directly behind the child in the seat-mounted vest must be unoccupied or have restrained occupants. Five point harness systems designed and tested to be used only on a school bus when anchored with a portable seat mount or cam wrap.

**Rationale for Change:** To update information on school bus specific CSRS including the special needs seat and remove car bed references as no longer available.

**Fiscal Impact if Any:** None noted

## Infants, Toddlers, and Pre-schoolers – Proposal Number 15

### Proposed Change, Page #: 240 & 241

#### GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

- f. Safety Vests
- Note:** This restraint must be used only on school bus seats. The entire seat directly behind the child in the seat-mounted vest must be unoccupied or have restrained occupants.
- I Vest selection should be appropriate for the size and needs of the child. Proper fit must account for seasonal changes in clothing although safety vest should be worn under bulky clothing to ensure proper fit to the torso.
  - II Must be compliant with FMVSS No 213 including required crotch strap/support.
  - III Attach to the bus seat through use of a cam wrap.
  - IV Do not utilize lap belts unless specified by manufacturer.
  - V All forward facing systems which seat the child fully upright and therefore are not appropriate for students under 2 years of age who need to ride rear facing.
  - VI Only used for students weighing at least 25 pounds.
  - VII Can be used on traditional (non-210) or reinforced FMVSS No 210 compliant bus seats.
  - VIII Entire bus seat behind the child secured in a safety vest must be either empty or seat occupants also secured in a CSRS. This is to prevent double loading of the seat back.
  - IX The decision to use a vest should be made by an IFSP or IEP team that includes qualified personnel and the parent.

**Page Continued:**

- X The use of safety vests should be noted on the IFSP or IEP.
  - ~~XI~~ ~~Vests should be anchored, as specified by the manufacturer.~~  
**Manufacturer's installation/securement instructions must be followed.**
  - XII Caution should be given to gastrostomy tubes, tracheostomies, and shunts. **Buckles and hardware must not impact the shunt.**
  - ~~XIII~~ ~~Pre-school children, due to their age, weight, physical development and their overall mental ability, should be securely fitted with a crotch strap supplied by the manufacturer. (Only vests required under FMVSS 213 will have a crotch strap supplied by the manufacturer. It is not optional.)~~  
**All safety vests used by preschool passengers must have a well-fitted crotch strap.**
  - XIV If unrestrained students share the seat with a student in a child safety restraint, the student using the restraint should be placed in a window seating position, but never in front of an emergency window.
  - ~~XV~~ ~~The seat behind the child in a vest must be kept empty or occupied by a child who is also in a child safety restraint system.~~
  - XVI Portable seat mounting straps should be checked for proper fit by transportation personnel during pre-trip inspections.
- g. Wheelchairs
- I All decisions regarding the use of wheelchairs in the school bus must be made by an IFSP or IEP team that includes qualified personnel and the parent and should be noted on the IFSP or IEP.
  - II Appropriate positioning of a child in a wheelchair should be made by qualified personnel, including IFSP or IEP committee members, and should be noted on the IFSP or IEP.
  - III The IFSP or IEP team, including qualified personnel, should determine when it is appropriate to transfer a child from a wheelchair and place the child in an age-appropriate CSRS on the original manufacturer's seat.
  - IV **Transportation staff must be instructed in how to remove the**

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**child from the wheelchair in an emergency.**

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**Rationale for Change:** To update information on safety vests available in the marketplace.

**Fiscal Impact if Any:** None noted



## **Infants, Toddlers, and Pre-schoolers – Proposal Number 16**

**Proposed Change, Page #: 242**

### **GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN**

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

- G. Bus Seat Designated for a Child Safety Restraint System  
The transportation provider should ensure installation and use in accordance with the following NHTSA guidelines:
  - 7. ~~If other students share seat positions with CSRSs, the CSRSs are placed in the window seating position, excluding emergency exit windows.~~ **If unrestrained students share the seat with a student secured in a CSRS, the student using the CSRS should be placed in a window seating position, but never in front of an emergency window.**

**Rationale for Change:** To update information on proper seat position for students secured in CSRSs.

**Fiscal Impact if Any:** None noted

## **Infants, Toddlers, and Pre-schoolers – Proposal Number 17**

### **Proposed Change, Page #: 243**

#### **GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN**

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

##### **I. Special Considerations**

##### **3 Equipment Maintenance**

Procedures should be established for scheduled maintenance, cleaning and inspection of all equipment, including CSRSs. Procedures should be in place to assure that all equipment is checked regularly for recalls and for product expiration dates. Procedures must be in place for cleaning CSRSs according to manufacturers' instructions. Proper disposal of outdated equipment is important.

**Note:** A recall list may be found at [www.nhtsa.dot.gov](http://www.nhtsa.dot.gov)  
[www.odi.nhtsa.dot.gov/cars/problems/recalls/childseat.cfm](http://www.odi.nhtsa.dot.gov/cars/problems/recalls/childseat.cfm).

**Rationale for Change:** To update recall list website.

**Fiscal Impact if Any:** None noted

## **Infants, Toddlers, and Pre-schoolers – Proposal Number 18**

### **Proposed Change, Page #: 246 & 247**

#### **GUIDELINES FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN**

The following guidelines are designed specifically to assist with transportation decision-making for infants, toddlers and pre-school children, including training drivers and attendants who transport infants, toddlers and preschool children.

- I. Special Considerations
  6. Medically Complex and Fragile Children

Decisions regarding the safe transportation of medically complex and fragile children should be made by qualified personnel and addressed on the child's IFSP or IEP prior to initiating transportation services. All school buses transporting medically complex and fragile children should be staffed by personnel who are knowledgeable about an individual child's specific medical needs and should be trained to administer first aid to young children. IEPs for medically fragile children should contain a healthcare plan written by the school nurse based on doctor's orders and/or standard medical practices for applicable health issues. **Staff transporting students who are at risk of experiencing an acute medical emergency should be trained in CPR.**

7. Transporting Medications

A written policy and procedure should address transporting medication between home and school. In no instance should a child be allowed to transport medicine to and from the school on his person **unless it is a needed rescue drug being used as part of a documented medical crisis intervention plan. Students must be assured access to rescue medicines in a medical emergency. The IEP or IFSP team must plan, document and train to provide the adult support necessary for administration of rescue drugs and implementation of child-specific emergency medical plans.**

**Rationale for Change:** To stress the need for CPR training for transporters of students at risk of an acute medical emergency and update supports to those needing rescue drugs.

**Fiscal Impact if Any:** None noted

End