

Oklahoma State Department of Education (SDE) - Student Transportation Section (405) 521-3311

School Bus Emergency Evacuation Drill

Keep completed forms on file at the school district for one year for the SDE Regional Accreditation Officer.
(Do not submit this form to the State Department of Education)

School District Name _____ Site _____

Date _____ Drill Beginning Time _____ Drill Ending Time _____

Bus Number _____ or Bus Tag Number _____ Route (optional) _____

Comments _____

Number of Student Participants _____ Optional: A list of student names can be attached.

School Bus Driver in Attendance _____

School Administrator(s) in Attendance _____

OAC 210:30-5-6(b)(4) states:

At least twice during each school year, each pupil who is transported in a school vehicle shall be instructed in safe riding practices, and participate in emergency evacuation drills. This instruction should be conducted during the first two weeks of each semester.

Bus evacuation drills should be restricted to school property and conducted under the supervision of school officials. Every pupil who rides a school bus (daily or occasionally) should receive instructions for safe emergency evacuation procedures. Not knowing what to do in an emergency situation on a school bus could result in injury or death of passengers and/or driver.

This completed report verifies that students referenced on this form received instruction on safe bus riding practices and emergency bus evacuation procedures as required by the Oklahoma State Department of Education.