

JORDAN SCHOOL DISTRICT  
Patrice Johnson, Ed.D., Superintendent of Schools  
West Jordan, Utah

# Interoffice Communication

DATE: March 14, 2019

TO: All Jordan School District Principals (with bus route students)

FROM: Scott Thomas, Administrator of Auxiliary Services  
Herb Jensen, Director of Transportation  
Kathy Jones, Transportation Trainer/Risk Coordinator

SUBJECT: **State Required Bus Evacuations and School Bus Safety 2018-2019**

State required semi-annual school bus evacuations have been scheduled for this spring. This applies to those students that ride the bus daily to and from school.

The evacuations will be conducted during the week of:

**Monday, April 22, 2019 thru Friday, April 26, 2019.**

Your school's regular bus driver will perform this evacuation as they drop your students off in the morning, one day during that week. This procedure takes place at your school and is located in your normal bus drop off/pick up zone. All professional school bus drivers that transport students are required to perform evacuation procedures in case of an emergency. Bus evacuation will be through the rear door, side door, front door or a combination. Students will then, under the direction and supervision of the bus driver, evacuate and meet in a safe place approximately 100 feet away from the bus.

Your assistance is welcome but not mandatory to complete this required evacuation drill quickly, safely and effectively.

We appreciate all you do to help us safely transport your students.