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**File: EA**

## **SUPPORT SERVICES GOALS**

The School Committee looks upon business operations of the school system as essential to the central function of the public schools which is education.

The Committee recognizes that it serves as trustee of school facilities and overseer of school business operations for the purpose of providing the facilities and services that will support a good educational program.

The School Committee expects the operation and maintenance of the school plant, equipment and services to set high standards of safety, to promote health of students and staff and to reflect the aspirations of the community.

The Committee will establish an effective and economical maintenance program in hopes of assuring long and fruitful use of school sites, plants and equipment.

LEGAL REFS.: M.G.L. 44:33; 71:37

Approved: February 7, 2019  
Reviewed: February 7, 2019  
Revised:

**File: EB**

## **SAFETY PROGRAM**

Accidents are undesirable, unplanned occurrences that can result in tragic consequences, bodily harm, and loss of school time, property damage, legal action, and even fatality. The School Committee will guard against such occurrences by acting in accordance with the safe school policy and thereby to protect the safety of all students, employees, visitors and others present on school property or at school sponsored events.

The Committee will comply with safety requirements established by governmental authorities and will insist that its staff adhere to recommended safety practices as they pertain, for example, to the school plant, special areas of instruction, student transportation, school sports and occupational safety.

The practice of safety will also be considered a facet of the instructional program. Instruction will be given in accident prevention as well as fire prevention; emergency procedures; traffic, bicycle, and pedestrian safety.

The Superintendent or designee will have overall responsibility for the safety program of this school system. It will be the responsibility of the Superintendent or designee to see that appropriate staff members are kept informed of current state and local requirements relating to fire prevention, civil defense, sanitation, public health, and occupational safety.

Efforts directed toward the prevention of accidents will succeed only to the degree that all staff members recognize that preventing accidents is a daily operational responsibility.

LEGAL REFS:           M.G.L. 69:1A; 71:1; 71:55C

Approved: February 7, 2019  
Reviewed: February 7, 2019  
Revised:

## SAFE SCHOOLS POLICY

### I. STATEMENT OF PURPOSE AND COMPLIANCE

- A. This policy is adopted by the Canton School Committee as required by M.G.L. c. 71 sect. 37H, for the purposes of notifying members of the public, students, teachers and other staff of the District's Standards and Procedures to assure school building security and the safety of students and school personnel. This policy is intended to be in accordance with standards for classroom safety adopted by the Board of Education pursuant to M.G.L. c. 69 sect. 1B which standards are incorporated by reference herein,

### II. STANDARDS OF SAFETY AND SECURITY

- A. The community shall encourage the creation and maintenance of a safe and secure learning environment in every school building. The creation of a safe learning environment will be enhanced by the provision of sufficient resources for procurement and maintenance of appropriate safety personnel and devices.
- B. Administration, staff and students in each school building shall strive to create an educational environment which is reasonably safe and secure in order to:
1. Facilitate learning and teaching.
  2. Preserve the physical and mental wellbeing of all lawful occupants of the building.

### III. PROCEDURES TO MEET STANDARDS

#### A. ADMINISTRATIVE ACTION

1. The Superintendent shall cause to be undertaken an assessment of current safety standards and procedures.
2. The assessment of current standards and procedures will be accomplished by a committee composed of the Superintendent (or designee), building principals, and other appropriate district personnel and the Police Chief or designee (hereinafter the Safe Schools Committee).
3. The Safe Schools Committee shall review current practices as appropriate with police contacts, the school district's insurer or designee, and school legal counsel, in addition to other parties whom the Superintendent and building principals determine to have relevant information.
4. Based on information generated by their assessment, the Safe Schools Committee shall make recommendations to the Superintendent as to necessary changes to the existing safety and security practices of the district.
5. The Superintendent shall forward the report of the Safe Schools Committee to the School Committee along with a recommendation for action.

**File: EB-R**

6. The process of assessing safety and security procedures shall be continuous and a formal assessment as outlined in steps A 1 through 5 above shall occur as needed but not less than once every three years.

**B. COMMITTEE ACTION**

1. The School Committee shall review the Superintendent's report and recommendations prior to making any changes to existing policies or procedure by duly recorded vote.
2. Prior to adopting recommendations or changes to existing policy, the School Committee shall receive from the Superintendent or his/her designee an estimate of the costs, if any, associated with the implementation of the policy change or recommendation.
3. Upon adoption of amended or new safety policies, the School Committee shall cause a copy of the policy and standards to be forwarded to the Board of Education for informational purposes only.
4. The Committee shall, as part of its budget process, identify safety and security needs and request appropriations for safety or security devices or equipment for all school buildings. Factors to be considered in making requests for appropriations for safety and security devices, equipment and personnel include but are expressly not limited to the present system of advising students and staff of safety concerns, placement in school buildings of security devices such as, for example, locking doors, cameras, and other devices to monitor or regulate access to school buildings; increased use of personnel such as attendance officers or security monitors, lighting, practices related to the regular inspection of and reporting on the condition of the premises, design or architectural features which advance or inhibit safety, procedures for maintaining an ongoing process for reporting complaints to local law enforcement officials and procedures for reference and criminal records checks of employees.

Approved:  
Reviewed:  
Revised:

## PEST MANAGEMENT POLICY

The Canton Public Schools are committed to providing a safe and properly maintained environment for all staff, students and visitors. To achieve this end, the School District will implement integrated pest management procedures for its buildings and grounds.

The integrated pest management procedures shall include implementation of appropriate prevention and control strategies, notification of certain pesticide and herbicide uses, record keeping, education and evaluation.

Integrated pest management procedures will determine when to control pests and what method of control to choose. Strategies for managing pest populations will be influenced by the pest species, location and whether and at what population level its presence poses a threat to people, property or the environment. The full range of action alternatives, including no action, will always be considered.

### I. OVERVIEW AND GOALS

- A. The Canton Public Schools shall develop and implement an integrated pest management program.
- B. An integrated pest management program is a pest control approach that emphasizes using a balanced combination of tactics (cultural, mechanical, biological, chemical) to reduce pests to a tolerable level while using pesticides and herbicides as a last resort to minimize health, environmental and economic risks.
- C. Pesticides and herbicides will be used only as a last resort, based on a review of all other available options.
- D. The integrated pest management program shall strive to:
  - 1. Reduce any potential human health hazard.
  - 2. Reduce loss or damage to school structures or property.
  - 3. Minimize the risk of pests from spreading in the community.
  - 4. Enhance the quality of facility use for school and community.
  - 5. Minimize health, environmental and economic risks.

### II. RESTRICTIONS ON USE OF PESTICIDES AND HERBICIDES

- A. When pesticides or herbicides are used, they must be classified as an EPA Category III or IV. Application of any pesticide or herbicide may be performed only by certified applicators.
- B. Application of pesticides and herbicides may only be accomplished during a school break or when the building will be clear of students for at least 48 hours.

### III. NOTIFICATION OF PESTICIDE AND HERBICIDE USE

- A. When pesticides or herbicides are used outdoors, notice of their use will be provided to parent/guardians, staff and students and will also be posted in a common area.

**File: EBAB**

- B. When pesticides and herbicides are used in a building, the site will provide a 48- hour pre-notification in the form of posting the product name, purpose, application date, time and method and the Material Safety Data Sheet on all entrance doors. A contact person will also be listed.
- C. In the event of an EPA registered pesticide or herbicide application in or around a building site during the school year or summer session, a notice (including the product name, purpose, contact person, and application date, time and method), will be sent home in writing with students in the affected building at least 5 days prior to application.

**IV. RECORD-KEEPING**

- A. The District will keep a record of pesticides and herbicides used, amounts and locations of treatments and will keep any Material Safety Data Sheets, product labels and manufacturer information on ingredients related to the application of the pesticides or herbicides.
- B. All records of pesticides and herbicides used and correspondence will be available for public review upon notice and during normal school hours.

**V. STAFF RESPONSIBILITIES AND EDUCATION**

- A. Designated staff (School Nutrition, Buildings and Grounds, etc.) will participate in sanitation and pest exclusion procedure appropriate to their roles. For example: keeping doors closed, repairing cracks, removing food waste within 12 hours, keeping lids on garbage receptacles and keeping vegetation properly out.
- B. Ongoing education of all appropriate District staff will be a priority to ensure a safe and clean environment.

LEGAL REF.: Chapter 85 of the Acts of 2000, "An Act to Protect Children and Families from Harmful Pesticides."

Approved: February 7, 2019  
 Reviewed: February 7, 2019  
 Revised:

**FIRST AID**

The school attempts to provide a safe environment. If an accident or sudden illness occurs, school personnel will administer first aid and, if warranted, seek additional medical attention.

First aid is defined as the immediate and temporary care given in case of an accident or sudden illness, which enables the child to be taken safely home or to a physician. It does not include diagnosis or treatment. Any care beyond first aid will not be given.

At each school, procedures will be developed for the proper handling of an injury to, or sudden illness of, a child or staff member. These will be made known to the staff and will incorporate the following requirements:

1. The school nurse or another trained person will be responsible for administering first aid. If a head injury or concussion is suspected, staff will follow the established protocols within the Concussion policy File: JJIF.
2. When the nature of an illness or an injury appears in any way serious, every effort will be made to contact the parent and/or family physician immediately.
3. No young child who is ill or injured will be sent home alone, nor will any older child unless the illness or injury is minor. A young child who is ill or injured will not be taken home unless it is known that someone is there to receive him or her.
4. In extreme emergencies, the school nurse, school physician or Principal may make arrangements for immediate hospitalization of injured or ill students, contacting parent or guardian in advance if at all possible.
5. The teacher or other staff member to whom a child is responsible at the time an accident occurs will make out a report on an official form providing details about the accident. This will be required for every accident for which first aid is given.
6. All accidents to students and staff members will be reported as soon as possible to the Superintendent and, if the Superintendent deems appropriate, to the School Committee.

In all cases of first aid, parents shall be informed that when injuries occur, neither the School Committee nor the town can be held responsible, even though the injury occurs while the pupil is on school property.

LEGAL REFS.: M.G.L. 71:55A; 71:56; Student Handbooks

CROSS REF.: JLC, Student Health Services and Requirements  
JJIF, Head Injuries

Approved:

Reviewed: November 13, 2018

Revised:

## **POLICY FOR MANAGEMENT OF POTENTIAL LIFE THREATENING OPIOID OVERDOSE**

In order to recognize and respond to a potential life threatening opioid overdose as part of the MDPH opioid overdose prevention pilot program, the Canton Public Schools will maintain a system-wide plan for addressing potential life threatening opioid overdose reaction. EMS/911 is immediately called and informed that an opioid overdose is suspected compromising the respiratory/cardiac status of an individual. Police and EMS will therefore both be activated. The BCLS (basic care life support) trained RN may administer Narcan to a person in the event of respiratory depression, unresponsiveness or respiratory/cardiac arrest when an opioid overdose is suspected. School nurse substitutes will also be trained in the administration of Narcan and aware of this policy and protocol. School nurses will report Narcan administration per MA Department of Public Health Essential School Health monthly report.

This plan shall include:

- Building-based general medical emergency plan.
- The Nurse Leader will have the responsibility for the development and management of the naloxone, also known as Narcan, administration program in the school setting in accordance with MDPH protocols.
- The school physician will provide oversight to monitor the program and ensure quality improvement and quality control.
- Training per MDPH protocols will be provided for all school nurse responders (School Resource Officers receive training through the police department).
- Integration with the local emergency medical services (EMS) system will be included in the implementation of this program.
- School nurses will have access to Narcan medication in the school setting to ensure its immediate availability to students, staff and building visitors.

### **Background**

Recognizing that fatal and non-fatal overdoses from opioid play an increasing role in the mortality and morbidity of Massachusetts residents, the Massachusetts Department of Public Health launched the Overdose Education and Narcan Distribution (OEND) prevention program using intra-nasal Narcan in an attempt to reverse this trend. Narcan is an opioid antagonist which means it displaces the opioid from receptors in the brain. An overdose occurs because the opioid is on the same receptor site in the brain that is responsible for breathing. Narcan usually acts dramatically, allowing slowed or absent breathing to resume. It is both safe and effective and has no potential for abuse. Narcan has been used by paramedics in ambulances and by emergency room clinicians for decades. While not a controlled substance, narcan is what is known as a “scheduled” drug and therefore does require a prescription.

The Department of Public Health is operating a Narcan distribution program as a pilot program in accordance with M.G.L. c. 94C and DPH/Drug Control Program regulations at 105 CMR 700.000. The distribution of Narcan by approved trainers is authorized by the Department of Public Health and the standing orders issued by the Medical Director of the Narcan pilot.

Approved: 1/29/2016

Reviewed:

Revised:

## **EMERGENCY PLANS**

Advance planning for emergencies and disasters is essential to provide for the safety of students and staff, it also strengthens the morale of all concerned to know that preparedness plans exist and that students and staff have been trained in carrying out the plans.

The Superintendent will develop and maintain plans that meet the requirements of state law for preparedness in case of fire, civil emergencies, and natural disasters.

Building principals will meet all requirements for conducting fire drills as well as emergency preparedness drills (i.e. Shelter in Place, Lockdowns) to give students practice in moving with orderly dispatch to designated areas under emergency conditions, and staff practice in carrying out their assigned responsibilities for building evacuation.

Fire drills are held four (4) times per school year and Evacuation drills are held three (3) times per school year, in each building, constituting the absolute minimum. The first fire drill of the school year shall be held within three (3) days after the start of school. The purpose of the drills is to practice proper procedure so that all personnel, adults and students, may become familiar with the routine. These drills shall be conducted without advance warning to school personnel other than the person in charge of the school at the time of the scheduled drill. An alternate means of egress for all persons shall be formulated and practiced. Copies of the fire evacuation plan along with the alternate means of egress shall be forwarded to the Fire Chief for his/her approval prior to the first day of the school year.

Due to the importance of the drills, it is imperative that all students obey the instructions posted in classrooms.

CROSS REF.:           EBCE, Emergency Closings

Approved: March 28, 2019  
Reviewed: February 7, 2019  
Revised:

## **EMERGENCY CLOSINGS**

The Superintendent may close the schools, call for a delayed opening or early dismissal in the event of hazardous weather or other emergencies that threaten the health or safety of students and personnel. While it may be prudent, under certain circumstances, to excuse all students from attending school, to delay the opening hour or to dismiss students early, the Superintendent has the responsibility to see that as much of the administrative, supervisory and operational activity is continued as may be possible. Therefore, if conditions affect only a single school, only that school will be closed.

In making the decision to close schools, the Superintendent will consider many factors, including the following principal ones relating to the fundamental concern for the safety and health of the children:

1. Weather conditions, both existing and predicted.
2. Driving, traffic, and parking conditions affecting public and private transportation facilities.
3. Actual occurrence or imminent possibility of any emergency condition that would make the operation of schools difficult or dangerous.
4. Inability of teaching personnel to report for duty, which might result in inadequate supervision of students.

The Superintendent will weigh these factors, in collaboration with other school personnel, and take action to close the schools only after consultation with public works and public safety authorities and with school officials from neighboring towns. Students, parents and staff will be informed early in each school year of the procedures that will be used to notify them in case of emergency closings. When schools are closed for emergency reasons, staff members will comply with School Committee policy in reporting for work.

LEGAL REFS.: M.G.L. 71:4; 71:4A

CROSS REF.: EBC, Emergency Plans

Approved: February 7, 2019

Reviewed: February 7, 2019

Revised:

**File: EC**

## **BUILDINGS AND GROUNDS MANAGEMENT**

The School Committee's most important function is to provide for the education of children, and it recognizes that the education of children is dependent upon many factors, including a proper physical environment that is safe, clean, sanitary, and as comfortable and convenient as the facilities will permit or the use requires.

The supervision over the care and safekeeping of property used by the school department will be the general responsibility of the Superintendent. The Director of Facilities, or his designee, will develop a comprehensive and well-defined plan for the proper maintenance, cleanliness, and safekeeping of all school buildings and grounds to ensure that each school is equally well maintained, equipped, and staffed.

The Superintendent and/or designee will establish procedures and employ such means as may be necessary to provide accurate information in regard to the nature, condition, location, and value of all property used by the school department; to safeguard the property against loss, damage, or undue depreciation; to recover and restore to usefulness of any property that may be lost, stolen or damaged; and to do all things necessary to ensure the proper maintenance, cleanliness, and safekeeping of school property.

Within the separate schools, the building administrator will be responsible for proper care, maintenance, and cleanliness of buildings, equipment and grounds.

LEGAL REF.: M.G.L. 71:68

Approved: February 7, 2019  
Reviewed: February 7, 2019  
Revised:

**File: ECA**

## **BUILDINGS AND GROUNDS SECURITY**

Public school buildings and grounds are one of the greatest investments of the town. It is deemed in the best interest of the school department and town to protect the investment adequately.

Security should mean not only maintenance of a secure (locked) building, but protection from fire hazards and faulty equipment, and safe practices in the use of electrical, plumbing, and heating equipment. The Committee expects close cooperation with fire and law enforcement departments and with insurance company inspectors.

Access to school buildings and grounds outside of regular school hours will be limited to personnel whose work requires it. An adequate key control system will be established, which will limit access to buildings to authorized personnel and will safeguard against the chance of entrance to buildings by unauthorized persons.

Funds and valuable records will be kept in a safe place and under lock and key.

Protective devices designed to be used as safeguards against illegal entry and vandalism will be installed when appropriate to the individual situation. Employment of security personnel may be approved in situations where special risks are involved.

## **SECTION II: SCHOOL CAMERA POLICY**

In pursuit of this objective, the School Committee authorizes the use of security cameras in school district buildings and on its property to ensure the health, welfare and safety of all students, staff and visitors, to deter theft, vandalism and other negative behavior, to safeguard district buildings, grounds and equipment and to monitor unauthorized individuals in or on school property. Security cameras may be used in locations as deemed appropriate by the Superintendent of Schools in consultation with school officials and local law enforcement agencies. They may be used in any area, inside or outside of school buildings where there is no reasonable expectation of privacy.

The school district shall notify students and staff through student and employee handbooks and appropriate signage that security cameras have been installed and may be used at any time. Security cameras will be used as documentation in an ongoing investigation, but will not be used for the purpose of initiating investigations. Students or staff identified on security cameras in violation of district policies will be subject to disciplinary action. The School Committee will be notified by the Superintendent prior to the installation of additional security cameras in school buildings and on its property. The Superintendent shall ensure that proper procedures are followed regarding use, viewing, disclosure, retention, disposal and security of video recordings or photographs from security cameras in accordance with applicable laws and regulations. A video recording used for security purposes in school district buildings and/or on school property shall be the sole property of the school district. Access to video recordings from security camera shall be limited to school administrators (Superintendent, School Principals or designees). The Canton Public Schools grants access of all cameras to Canton Safety Officials. All video recordings will be stored in their original format and secured to avoid tampering and to ensure confidentiality in accordance with applicable laws and regulations.

The Superintendent may, from time to time, issue further guidance that is consistent with current law and this policy.

Approved: December 20, 2018

Reviewed: December 20, 2018

Revised: December 20, 2018

## **VANDALISM**

The School Committee recognizes that acts of vandalism committed against public and private property are costly and require positive action through educational programs.

Every citizen of the town, staff members, students, and members of the police department are urged by the School Committee to cooperate in reporting any incidents of vandalism to property under control of the School Department.

The Superintendent, or designee, is authorized to sign a criminal complaint and to press charges against perpetrators of vandalism against school property.

Reimbursement will be sought for all or part of any damages.

LEGAL REFS.:       M.G.L. 231:85G  
                          Rules and Regulations of the School Committee

Approved: February 7, 2019  
Reviewed: February 7, 2019  
Revised:

**File: ECF**

## **ENERGY POLICY**

The objectives of this policy are to improve energy consumption, reduce cost, conserve natural resources and reduce harmful environmental gas emissions.

The Canton Public Schools will promote the efficient use of energy to provide a comfortable, safe environment for the students and staff to learn and work.

The Canton Public Schools, in an effort to reduce the Town of Canton and the Canton School Department's fuel consumption and energy costs, in conjunction with the Board of Selectman will purchase only fuel efficient vehicle to meet this goal except when the vehicles need to meet the exemption qualification (e.g. Heavy Duty Vehicles, Passenger vans, etc.) as defined by the MA Department of Energy Resources' Green Communities Division.

### **Policy Guidelines**

Improve energy efficiency by establishing and implementing an effective energy management program at each facility operated by the Canton public School.

Encourage continuous energy conservation by staff and student both at school and at home.

Cooperate with all local, state and Federal governments to promote the efficient use of energy.

Approved: 10/12/2017

Reviewed:

Revised:

**File: EDC****AUTHORIZED USE OF SCHOOL-OWNED MATERIALS**

The School Committee wishes to be of assistance, whenever possible, to other town departments and community organizations. Therefore, permission to use school equipment may be granted by the Superintendent, or designee, upon request by responsible parties or organizations. However, no seats, chairs, audio-visual aid equipment, or other furniture and equipment shall be removed from any building for other than school purposes, except by permission of the Superintendent of Schools or his/her designee.

School equipment may be used by staff members when the use is related to their school employment, and by students when the equipment is to be used in connection with their studies or extracurricular activities.

Proper controls will be established by the Superintendent and/or designee to assure the user's responsibility for, and return of, all school equipment.

Approved: February 7, 2019

Reviewed: February 7, 2019

Revised:

**File: EEA**

## **STUDENT TRANSPORTATION SERVICES**

State law requires the district to provide free transportation to students in grades kindergarten to six living two miles more from the school they attend. Students in grades kindergarten through grade six living less than two miles or more from the school they are attending and students in grades seven through twelve will be provided transportation for a fee on a space available basis.

The school system may contract for transportation services. The School Committee will award any contracts on a competitive bid basis. Bus contractors and taxi contractors, who will be held responsible for the safe operation of school buses, will comply with all applicable state laws and regulations, including but not limited to:

1. Specifications for school bus design and equipment
2. Inspection of buses
3. Qualifications and examinations of bus drivers
4. Driving regulations
5. Small vehicle requirements, if applicable
6. Insurance coverage
7. Adherence to local regulations and directives as specified in bid contracts

The Superintendent and/or designee, working with the bus contractor and other appropriate administrators, will be responsible for establishing bus schedules, routes, stops, and all other matters relative to the transportation program.

LEGAL REFS.: M.G.L. 40:5; 71:7A, B and C; 71:37D; 71:48A; 71:68; 71:71A;  
71B:4; 71B:5; 71B:8; 74:8A; 76:1; 76:12Bi; 76:14

Approved: February 7, 2019  
Reviewed: February 7, 2019  
Revised:

**File: EEAE**

## **SCHOOL BUS SAFETY PROGRAM**

The safety and welfare of student riders will be the first consideration in all matters pertaining to transportation. Safety precautions include and are not limited to, the following:

1. Children will be instructed as to the proper procedure for boarding and exiting a school bus and in proper and safe conduct while aboard.
2. Emergency evacuation drills will be conducted at least twice a year to acquaint student riders with procedures in emergency situations.
3. All vehicles used to transport children will be inspected periodically for conformance with state and federal safety requirements.
4. Instruction on school bus safety will be provided.
5. Parents will be apprised of bus procedures and code of conduct and asked to reinforce school instruction.

LEGAL REFS.: M.G.L. 90:7B as amended by CL 246 Acts of 1986  
M.G.L. 90:1 et seq.; 713:2; 713:7L  
Highway Safety Program Standard No. 17  
Student Handbooks

Approved: February 7, 2019  
Reviewed: February 7, 2019  
Revised:

**File: EEAEA****BUS DRIVER EXAMINATION AND TRAINING**

The School Committee will reserve the right to approve or disapprove persons employed by the bus contractor to drive school transportation vehicles.

1. The district will only employ bus drivers who are courteous and careful drivers over the age of 18.
2. Each driver will file with school officials a medical certificate.
3. Only persons who are properly licensed by the state and have completed the driver-training program will be permitted to drive school buses.
4. The contractor will furnish the School Committee with a list of names of drivers and their safety records for the last three years.
5. The contractor will notify school officials as soon as possible of any change of bus drivers.
6. All drivers will have completed CORI and fingerprinting.

LEGAL REFS.: Highway Safety Program Standard No. 17  
M.G.L. 90:7B; 90:8A; 90:8A ½

Approved: February 7, 2019  
Reviewed: February 7, 2019  
Revised:

**File: EEAG****STUDENT TRANSPORTATION IN PRIVATE VEHICLES**

When at all possible school buses will be used for the transportation of students participating in co-curricular or extracurricular activities. However, when buses are not available, private vehicles driven by Canton Public School employees or representatives of Canton Public Schools may be permitted to transport students to or from school activities that fall within the academic day or extend the school day provided all of the following conditions are met:

1. The activity has the approval of the Superintendent of Schools.
2. The owner of the vehicle being used in transporting students must file evidence with the Superintendent of personal liability insurance coverage on the vehicle in the amounts of \$100,000 - \$300,000 or more.
3. The parents of students to be transported in this manner will be fully informed as to this means of transportation and will sign a statement to this effect.

Approved:

Reviewed:

Revised:

File: EEAJ

## MOTOR VEHICLE IDLING ON SCHOOL GROUNDS

No motor vehicle operator shall cause or allow any motor vehicle operated by him or her on school grounds to idle unnecessarily, except for any of the following reasons: traffic conditions; queuing at a school for the purpose of picking up or discharging students; turbo-charged diesel engine cool down or warm up; maintenance of appropriate temperature for school buses when accepting or discharging passengers not to exceed three minutes in any fifteen minute period or one minute in any fifteen minute period for other motor vehicles; for circumstances involving safety or emergencies and for servicing or repairing motor vehicles; and as these exceptions are more completely described in the below referenced regulations. The term “school grounds” shall mean in, on or within 100 feet of the real property of the school whether or not it is in session, and shall include any athletic field or facility and any playground used for school purposes or functions which is owned by the municipality or school district, regardless of proximity to a school building, as well as any parking lot appurtenant to such school athletic field, facility or playground. Reasonable efforts shall be made by the district to identify by signage all known and actual air intake systems, which may be within 100 feet of an idling motor vehicle. A motor vehicle operator shall not idle a motor within 100 feet of such air intake system, unless the Canton School District has determined that alternative locations block traffic, impair student safety or are not cost effective.

The Canton School District shall erect and maintain in a conspicuous location on school grounds “NO IDLING” signage as described below. All such signage shall contain appropriate sized font so as to be visible from a distance of 50 feet.

**NO IDLING  
PENALTIES OF \$100 FOR FIRST OFFENSE AND \$500  
FOR SECOND AND SUBSEQUENT OFFENSES  
M.G.L. C. 90, § 16B AND 540 CMR 27.00**

It shall be the responsibility of the school administration to ensure that each school bus driver employed by the Canton School District and not by a school bus contractor shall, upon employment and at least once per year thereafter, sign a document acknowledging the receipt of copies of M.G.L. c. 90, § 16B and 540 CMR 27.00. The prohibitions contained in M.G.L. c. 90, § 16B shall be enforced by state or local law enforcement agencies.

LEGAL REFS.: M.G.L. c. 71:37H, c. 90:16B and 540 CMR 27.00

Approved: February 7, 2019

Reviewed: February 7, 2019

Revised:

## FOOD SERVICES

The Canton Public Schools will participate in the National School Lunch Program and other food programs that may become available to assure that all children in the schools have access to proper nourishment.

### Free and Reduced Price Meals

In accordance with guidelines for participation in these programs and in accordance wishes of the School Committee, the district will provide every child/household the opportunity to apply to qualify for free or reduced price meals using the Free and Reduced Meals Application. Additionally, the district will make repeated attempts during the school year to qualify students for free or reduced price cost meals through the Direct Certification Process. A child will not be denied a meal because an application has not been received or for any other reason.

### Charged Meal Policy

If a child forgets their breakfast or lunch money, or does not have money in their MySchoolBucks account, the district will provide the child with a breakfast or lunch. A maximum of four charged breakfasts and lunches will be provided. Charged meals will result in a negative balance. The parent/guardian is responsible for the payment of charged meals. Charging a-la-carte foods will not be allowed.

LEGAL REFS: National School Lunch Act, as amended (42 USC 1751-1760)

Child Nutrition Act of 1966

P. L. 89-642, 80 Stat. 885, as amended

HHFKA, Public Law 111-296; December 13, 2010

M. G. L. 15:1G; 15:1L; 69:1C; 71:72

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