



School Bus Services Safety Bulletin (01/2017)

CHILD CHECK ALARM AND CHECKING OF BUS FOR PASSENGERS AT THE END OF RUN

Due to recent incidents in which children have been left on buses, School Bus Services would like to remind Contractors of the importance of visually checking all areas of a bus, and not just focus on deactivating the child check alarm (without thoroughly checking the bus first).

Please ensure the following actions are taken each and every time the engine ignition switch is turned off at the end of a morning and afternoon run thereby activating the child check alarm (or on any other occasion a bus is parked up):

- **Prior to deactivating the child check alarm (at the rear of the bus), the bus driver must walk up the aisle and visually check each and every row and seat to ensure no passengers are remaining on the bus, this includes checking areas on the bus in which small children could be hidden from view (e.g. under a seat, sitting in a booster seat).**

It is strongly recommended that Contractors implement and maintain a systematic process to record students on and off the bus. This can be achieved by the use of a tailored form or checklist. School Bus Services have developed a template for this purpose which is located in the Contractor Green Folder or on the SBS website as follows:

<http://www.schoolbuses.wa.gov.au/Contractors/Safety-Management-Forms/Fortnightly-Passenger-Log>

Each bus requires an active and fully operational 'Child Check Alarm' which acts as a critical safety system in reminding the driver to check for any passengers left on the bus. **Note: the 'Child Check Alarm' must be hard-wired in the bus.**

Like any critical safety system it is important that the 'Child Check Alarm' is operated in accordance with its operating procedure and is not bypassed or isolated thereby impacting upon the integrity of the system.

For your information, Section 2.22 of the School Bus Specifications, states:

From 1 July 2013 all new School Buses must be fitted with a child alarm. The alarm must be an audible alarm that is hard wired into the vehicle where it must activate when the engine ignition switch is turned off. The alarm disabling switch must be located inside and at the rear of the vehicle in such a position that it requires the driver to walk along the aisle to the rear of the vehicle to activate the alarm disabling switch. There may be a delay of up to 30 seconds before the alarm sounds in order to provide time to conduct an inspection and disable the alarm.

The disabling switch can be either a button or a key configuration and must have a slight delay so that it can be deactivated by the driver before it goes off. The audible alarm can be either the vehicle horn or sound emitted from the child alarm. The audible alarm must be loud enough for a person to hear it from a distance of up to 10 metres and should, as a minimum, emit 95 decibels. Child alarms such as a Doran Sleeping Child Check Monitor or Ashley Group Child Alarm are considered suitable.

The operating procedure for the child alarm must be laminated and affixed in a location which is clearly visible by the driver to enable the driver to deactivate the alarm system.

Please refer to the Contractors Section of the SBS website for various child check alarm Operating Procedures which can be located via the following:

<http://www.schoolbuses.wa.gov.au/Contractors/News-Updates/Child-Check-Alarms-Operating-Procedures>

Please ensure this Bulletin is communicated to all contractor personnel including Drivers, Bus Aides and relief staff. Also ensure a copy of this Bulletin is kept on all buses.