

Business and Non-Instructional Operations**Safety Complaints/Records and Reports**

The Executive Director shall:

1. develop procedures for reporting all complaints relative to school transportation safety, including complaints about bus drivers;
2. shall maintain a written record of all such complaints;
3. within thirty days of the close of school each year, submit a report containing all complaints received within the previous twelve month period to the Commissioner of Motor Vehicles;
4. within ten days of its occurrence, the Executive Director makes a written report to the Commissioner of Motor Vehicles, on the form prescribed by the Commissioner, of the circumstances involving a motor vehicle and any student pedestrian at, or in the immediate vicinity of, a school bus stop;
5. on a regular basis, and upon occurrence as appropriate, notify the EASTCONN Board of Directors with any incidents, complaints received and any accidents reported between motor vehicles and district students.

Legal Reference: Connecticut General Statutes

[10-221c](#) Development of policy for reporting complaints re school transportation safety. Reporting of accidents at school bus stops.

Policy adopted:8/23/2022