

**TRI-COUNTY REGIONAL CENTRE FOR EDUCATION
POLICY and PROCEDURES**

Title	Effective Date	Revision Date	No. of Pages
No. 532 VEHICLE IDLING	October 4, 2011	Reviewed October 4, 2016	1 of 1

It is the Policy of the Tri-County Regional Centre for Education to provide environmentally friendly workplaces for students and staff. The Tri-County Regional Centre for Education recognizes that exhaust fumes from idling vehicles, including school buses, can pose health risks to the general school community.

Procedure Under Policy 532

1. Drivers operating Tri-County Regional Centre for Education owned vehicles are instructed that vehicles will not be left idling on Tri-County Regional Centre for Education property.
2. Any contracted services vehicles will follow same policy and procedure.
3. Drivers operating Tri-County Regional Centre for Education owned vehicles are instructed to reduce unnecessary idle time.
4. Busses with Electronic Control Modules will have idle time set to 10 minutes.
5. At bus garages, overnight parking locations, transfer spots, idling time shall be limited to 10 minutes.
6. Drivers on extra-curricular trips, field trips, etc. will idle no longer than 10 minutes, waiting to pick up students.
7. In colder weather, for example when temperatures dip between -5 degrees and -10 degrees Celsius, idling to operate heaters/defrosters for passenger comfort is limited to 15 minutes. When temperatures or wind chill is below -10 degrees Celsius, there will be no restriction when passengers/students are on the bus.
8. Those bus drivers with overnight parking designation at their homes are annually compensated for the required electricity to plug in bus block heaters. Bus drivers will regularly connect the block heater to an ample power source for the winter season from mid-November to mid-March, as the duration of the winter season dictates. Drivers are encouraged to utilize timers, which should be set to activate three to four hours prior to morning route.
9. Exceptions apply to those vehicles equipped for special needs and the operation of necessary equipment to perform an assigned task.
10. In the event of a mechanical malfunction, preventing a bus from restarting once shut down, direction will be provided from the head mechanic or designate.