



Transportation Department

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EARTHQUAKE TRANSPORTATION PLAN

Dear Parent or Guardian,

The Olympia School District is located in an area with a history of earthquakes, ranging in magnitude from mild to severe. Because of this history, the Olympia School District has emergency procedures in place to address steps to lessen the impact if an earthquake should occur. As part of the District's earthquake and emergency preparedness planning, the staff works diligently to keep our children as safe as possible.

This letter is to inform you of the Olympia School District's Transportation Plan for protecting your children in the event of a major earthquake. Please discuss these plans with your family as soon as possible and keep this information available in your home.

The plan will be implemented only in case of a major earthquake accompanied by widespread damage to roads and structures within Olympia School District boundaries. In minor earthquakes, "take cover" procedures will be followed and vehicles will be driven to a safe location. If there is no reported damage to roads and structures, normal operations will resume.

EARLY MORNING EMERGENICES

If the earthquake occurs during morning pickup hours, students **not** already picked up should be instructed by their parents/legal guardians to do as follows:

- Students waiting at a **school** pickup point for transportation to another District school should remain at the pickup point and wait for directions from a school official.
- Students, including those with special needs, waiting at a regular school bus stop, should be instructed (in advance) to return home if a responsible person will be there. An alternative might be to go to the home of the nearest neighbor where there is a responsible person present and prior arrangements have been made.

MIDDLE-OF-THE-DAY EMERGENICES

If a major earthquake occurs during school hours, buses will not attempt to pick up students at school or home until it is safe to do so. In the unlikely event students are on a middle of-the-day trip at the time of the earthquake, the bus driver will attempt to drive to the home school.

If this is not possible, the bus driver will take students to Capital High School, Olympia High School or Roosevelt Elementary School. Please note below to which of these three schools your child will be transported:

CAPITAL HIGH SCHOOL

L.P. Brown ES
Garfield ES
Hansen ES
McLane ES
Jefferson MS
Marshall MS

OLYMPIA HIGH SCHOOL

Centennial ES
Lincoln ES
Madison ES
McKenny ES
Pioneer ES (including LCGS)
Washington MS

ROOSEVELT ELEMENTARY SCHOOL

Boston Harbor ES
Roosevelt ES
Avanti HS
Reeves MS
ORLA

LATE AFTERNOON EMERGENCIES

If a major earthquake occurs when buses are taking students home, drivers will return to the home school. If this is not possible, the driver will take students to Capital High School, Olympia High School or Roosevelt Elementary School, as listed, and await further instructions.

OUT-OF-AREA TRIPS

Bus drivers on trips outside the District will attempt to return to the home school or nearest undamaged district secondary school (Capital High School, Olympia High School, or Roosevelt Elementary School) and shelter students until they can be returned safely to their home school. If return to the District is **not** possible, drivers will request law enforcement assistance to shelter and feed the students until they can be returned to the Olympia area.

DURING AN EARTHQUAKE

School bus drivers have been instructed to pull to the side of the road, away from tall buildings, trees, street lights and power lines, if possible. They have been instructed to refrain from stopping on or below, overpasses or bridges, in accordance with earthquake training procedures.

Students will remain on the bus for safety reasons. They will be instructed to take cover by putting their heads down between their knees and remain in their seats until an “all clear” signal is given by the driver.

When the shaking stops, bus drivers will ensure entry doors are closed and go through the bus to check for injuries, calm students and render First Aid where necessary. All school bus drivers have First Aid and CPR training.

Bus drivers will then follow the plan previously outlined in this letter specific to the time of day the earthquake occurred, i.e., early morning, middle-of-the-day, or late afternoon.

If communication cannot be established with the Transportation Center, drivers will seek further instructions from the school administrator at the nearest school. Students will **not** be allowed to leave the bus or school site unless they are picked up by a parent/legal guardian or other adult authorized either by the parent or school. Drivers will carry student rosters for their route to keep track of students and report injuries to the Transportation Center or nearest school during the emergency.

AFTER AN EARTHQUAKE

Since telephone lines may be down, parents are asked to listen to local radio stations, including KGY (1240 AM, 95.3 FM), MIXX (96.1 FM), KRXY (94.5 FM), and KAYO (96.9 FM), for announcements, which will be regularly updated. If power is available, check the Olympia School District website: <http://osd.wednet.edu> for the latest updates.

If it is impossible to drive students to their home schools by bus, students may be reunited with their parents/legal guardians at the high school or elementary school identified earlier in this letter.

Please be assured the Olympia School District is concerned about the welfare of all students and will take every appropriate precaution to protect the safety of students on buses in the event of a major earthquake or other emergency situation.

For further information, please contact:

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