

**Portland Public Schools
Student Transportation Department**

STOPPS Training Completion Form

(Safety Training of Pupils in Portland Schools)

School Name: _____

School Year: _____

Please confirm that your students have received the required safety instruction within the specified time periods, as per OAR 581-053-0210. This instruction should include:

1. **Safe School Bus Riding Procedures:**
 - Loading, unloading, and crossing
2. **Use of Emergency Exits**
3. **Planned and Orderly Evacuation of the School Bus**
 - Hands-on participation in actual evacuation drills is **mandatory** for regularly transported students.

Frequency of Training:

- **Regularly Transported Students:** Instruction provided once within the first six weeks of each half of the school year (Fall and Spring).
- **Non-Regularly Transported Students:** Instruction provided at least once in the first half of the school year.

Please maintain records that include the course content and dates of safety instruction for all students.

Principal's Name: _____

Principal's Signature: _____

Date: _____

Please maintain this document locally for your records. Thank you for ensuring the safety and preparedness of your students!