



**UNIFORM SCHOOL BUS ACCIDENT REPORT**  
 NORTH DAKOTA DEPARTMENT OF PUBLIC INSTRUCTION  
 SCHOOL FINANCE AND ORGANIZATION  
 SFN 16858 (4-02)

|                   |                    |   |   |
|-------------------|--------------------|---|---|
| School District   |                    | Bus Owner   |   |
| Bus Body Make     | Bus Chassis Make   | Model Year  |   |
| Bus Driver Name   | Driver License No. | Citation Issued<br><input type="checkbox"/> Yes <input type="checkbox"/> No | Police Report No. (If known)  |
| Location (County) | Date of Accident   | Day of Accident   | Time of Accident <input type="checkbox"/> AM<br><input type="checkbox"/> PM |

**PART I – SCHOOL BUS PHYSICALLY INVOLVED**

1. Type of Accident (enter only one response):

Between Motor Vehicles       Fixed Object (complete question2)       Other collision (animal, animal-drawn vehicle, streetcar)  
 Noncollision       Pedalcycle  
 Pedestrian       Railroad train

2. Complete if Fixed Object Accident (enter only one response, that which caused most damage):

Embankment       Sign       Fence       Curb or wall  
 Utility pole       Guardrail       Median barrier       Culvert or headwall  
 Tree       Bridge rail       Fire hydrant       Other, specify \_\_\_\_\_

3. Did accident result in? (enter only one response)

Fatality       Nonincapacitating injury (moderate)  
 Incapacitating injury (serious)       Possible injury (minor)

3a. Property damage only. If property damage occurred, was it?  
 More than \$500.00       Less than \$500.00

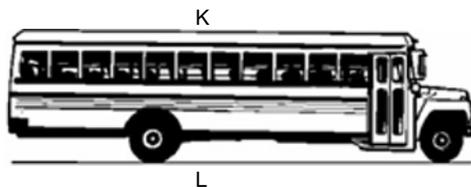
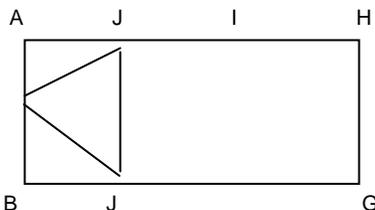
4. Number injured? (See Part III)

5. Manner of collision between vehicles or objects:  
 Angle       Rear-end       Head-on       Other

6. Bus direction Analysis (enter only one response)

|  |   |
|--|---|
| <p><b>Collision with Pedestrian</b></p> <p>Intersection<br/> <input type="checkbox"/> Bus going straight<br/> <input type="checkbox"/> Bus turning right<br/> <input type="checkbox"/> Bus turning left<br/> <input type="checkbox"/> Bus backing<br/> <input type="checkbox"/> Other action, specify _____</p> <p>Nonintersection<br/> <input type="checkbox"/> Bus going straight<br/> <input type="checkbox"/> Bus turning right<br/> <input type="checkbox"/> Bus turning left<br/> <input type="checkbox"/> Bus backing<br/> <input type="checkbox"/> Other action, specify _____</p> | <p><b>Collision with Other Vehicle</b></p> <p>Intersection<br/> <input type="checkbox"/> Entering at angle, both moving<br/> <input type="checkbox"/> Entering same direction both moving<br/> <input type="checkbox"/> Entering opposite direction, both moving<br/> <input type="checkbox"/> Other action, specify _____</p> <p>Nonintersection<br/> <input type="checkbox"/> Same direction, both moving<br/> <input type="checkbox"/> Opposite direction, both moving<br/> <input type="checkbox"/> One vehicle stopped<br/> <input type="checkbox"/> Other action, specify _____</p> |
| <p><b>All Other Collisions</b></p> <p>Intersection<br/> <input type="checkbox"/> Fixed object<br/> <input type="checkbox"/> Other road vehicle, train, pedalcycle<br/> <input type="checkbox"/> Other object, animal</p> <p>Nonintersection<br/> <input type="checkbox"/> Fixed object<br/> <input type="checkbox"/> Other road vehicle, train, pedalcycle<br/> <input type="checkbox"/> Other object, animal</p>  | <p><b>Noncollision</b></p> <p>Intersection<br/> <input type="checkbox"/> Overturn<br/> <input type="checkbox"/> Other noncollision</p> <p>Nonintersection<br/> <input type="checkbox"/> Overturn<br/> <input type="checkbox"/> Other noncollision</p>   |

7. First point of impact



Enter only one response in box

8. Contributing circumstances (enter as many responses as applicable):

| Driver Action  | Bus Driver Action             | Other Vehicle Driver Action   | Roadway   |
|--|-------------------------------|---|---|
| Speed  | <input type="checkbox"/>      | <input type="checkbox"/>  | <input type="checkbox"/> Defective surface (e.g., potholes)<br><input type="checkbox"/> Slippery<br><input type="checkbox"/> Inoperative traffic signal<br><input type="checkbox"/> View obstructed by object (e.g., tree, fence, shrubbery, etc) |
| Right of way-failed to yield   | <input type="checkbox"/>      | <input type="checkbox"/>  |   |
| Passed stop sign   | <input type="checkbox"/>      | <input type="checkbox"/>  |   |
| Dissregarded signal  | <input type="checkbox"/>      | <input type="checkbox"/>  |   |
| Drove left of center   | <input type="checkbox"/>      | <input type="checkbox"/>  |   |
| Improper overtaking  | <input type="checkbox"/>      | <input type="checkbox"/>  |   |
| Made improper turn   | <input type="checkbox"/>      | <input type="checkbox"/>  |   |
| Followed too closely   | <input type="checkbox"/>      | <input type="checkbox"/>  |   |
| Backing  | <input type="checkbox"/>      | <input type="checkbox"/>  |   |
| Sudden movement  | <input type="checkbox"/>      | <input type="checkbox"/>  |   |
| No improper action   | <input type="checkbox"/>      | <input type="checkbox"/>  |   |
| 9. Total number of lanes on roadway:   |                               |   |   |
| 11. Approximate speed of the bus:  | 12. Age of school bus driver: |   | 13. Driver:<br><input type="checkbox"/> Male <input type="checkbox"/> Female  |
| 14. Driver's Experience Driving School Bus<br><br><input type="checkbox"/> Less than 6 months <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1-2 years <input type="checkbox"/> 2-5 years <input type="checkbox"/> 5-10 years <input type="checkbox"/> Over 10 years |                               |   |   |
| 15. In the last three years how many school bus accidents has the driver had?  |                               |   |   |
| 16. Did the driver receive a pre-service school bus driver training course?<br><input type="checkbox"/> Yes <input type="checkbox"/> No  |                               |   |   |
| 17. Did the driver receive in-service training course in the last 12 months?<br><input type="checkbox"/> Yes <input type="checkbox"/> No   |                               |   |   |
| 18. Was bus driver's lap belt in use when the accident occurred?<br><input type="checkbox"/> Yes <input type="checkbox"/> No   |                               |   |   |
| 19. Type of School Bus:<br><br><input type="checkbox"/> Type A <input type="checkbox"/> Type D<br><input type="checkbox"/> Type B <input type="checkbox"/> Other<br><input type="checkbox"/> Type C  |                               | 20. Total number of passengers on bus (excluding driver)  |   |
|  |                               | 21. Bus rated seating capacity  |   |
| 22. School bus use at time of accident:<br><br><input type="checkbox"/> Regular route<br><input type="checkbox"/> Field/Activity trip (school related use)<br><input type="checkbox"/> Special Education use<br><input type="checkbox"/> Other use                                     |                               | 23. Condition of road at time of accident (enter as many responses as applicable)<br><br><input type="checkbox"/> Dry <input type="checkbox"/> Holes or ruts<br><input type="checkbox"/> Icy <input type="checkbox"/> Muddy<br><input type="checkbox"/> Under repair <input type="checkbox"/> Wet<br><input type="checkbox"/> Snow packed <input type="checkbox"/> Other, specify _____ |   |
| 24. Light Condition (enter only one response)<br><input type="checkbox"/> Dawn<br><input type="checkbox"/> Daylight<br><input type="checkbox"/> Dusk<br><input type="checkbox"/> Dark, artificially illuminated<br><input type="checkbox"/> Dark, not artificially illuminated         |                               | 25. Weather Condition (enter only one response)<br><br><input type="checkbox"/> Clear <input type="checkbox"/> Snowing<br><input type="checkbox"/> Sleetng <input type="checkbox"/> Dust<br><input type="checkbox"/> Raining <input type="checkbox"/> Smog/smoke<br><input type="checkbox"/> Fog <input type="checkbox"/> Other, specify _____  |   |

**PART II – LOADING/UNLOADING ZONE ACCIDENTS**

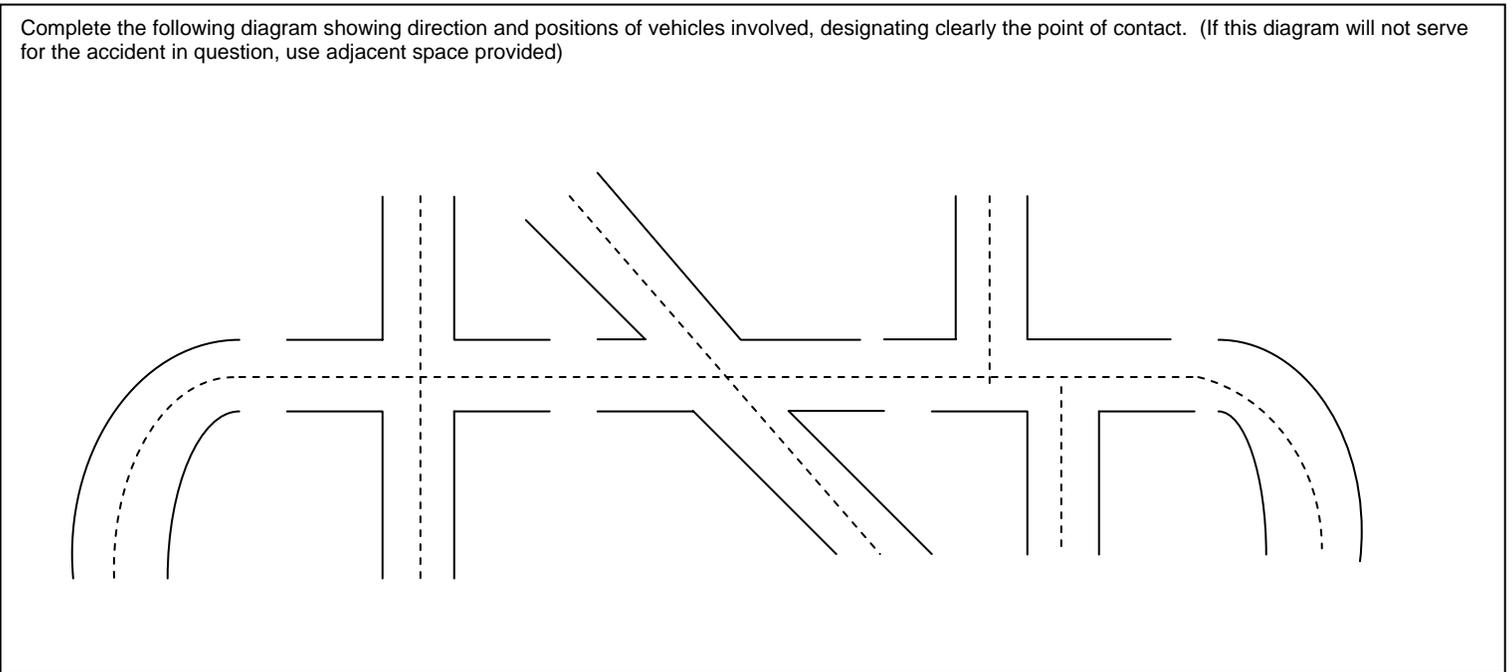
|  |  |                                   |  |
|--|--|-----------------------------------|--|
| 1. At the time of the accident, where was the bus? (enter only one response)<br><input type="checkbox"/> Approaching the zone <input type="checkbox"/> Stopped in the zone <input type="checkbox"/> Leaving the zone <input type="checkbox"/> Not in sight |  |                                   |  |
| 2. Was the Pupil(s)?<br><input type="checkbox"/> Hit by Bus <input type="checkbox"/> Hit by other vehicle  |  | 3. Number injured: (see Part III) |  |
| 4. Location of injured pupil(s):<br><input type="checkbox"/> On side of road <input type="checkbox"/> In roadway <input type="checkbox"/> On sidewalk <input type="checkbox"/> Other, specify _____  |  |                                   |  |

**PART II- LOADING/UNLOADING ZONE ACCIDENTS (con't.)**

Description of Accident: (Please describe behavior of pupil(s) in loading zone in this section.)

[Empty box for accident description]

Complete the following diagram showing direction and positions of vehicles involved, designating clearly the point of contact. (If this diagram will not serve for the accident in question, use adjacent space provided)



**PART III – INJURY TALLY SHEET  
SCHOOL TRANSPORTATION-RELATED PERSONNEL**

| Age     | On Board Bus |        |                |                 |              | Off Bus Loading/Unloading Zone |        |                |                 |              |
|---------|--------------|--------|----------------|-----------------|--------------|--------------------------------|--------|----------------|-----------------|--------------|
|         | Killed       |        | Injured        |                 |              | Killed                         |        | Injured        |                 |              |
|         | Male         | Female | Serious<br>All | Moderate<br>All | Minor<br>All | Male                           | Female | Serious<br>All | Moderate<br>All | Minor<br>All |
| Under 5 |              |        |                |                 |              |                                |        |                |                 |              |
| 5       |              |        |                |                 |              |                                |        |                |                 |              |
| 6       |              |        |                |                 |              |                                |        |                |                 |              |
| 7       |              |        |                |                 |              |                                |        |                |                 |              |
| 8       |              |        |                |                 |              |                                |        |                |                 |              |
| 9       |              |        |                |                 |              |                                |        |                |                 |              |
| 10      |              |        |                |                 |              |                                |        |                |                 |              |
| 11      |              |        |                |                 |              |                                |        |                |                 |              |
| 12      |              |        |                |                 |              |                                |        |                |                 |              |
| 13      |              |        |                |                 |              |                                |        |                |                 |              |
| 14      |              |        |                |                 |              |                                |        |                |                 |              |
| 15      |              |        |                |                 |              |                                |        |                |                 |              |
| 16      |              |        |                |                 |              |                                |        |                |                 |              |
| 17      |              |        |                |                 |              |                                |        |                |                 |              |
| 18      |              |        |                |                 |              |                                |        |                |                 |              |
| Over 18 |              |        |                |                 |              |                                |        |                |                 |              |
| Driver  |              |        |                |                 |              |                                |        |                |                 |              |
| Others  |              |        |                |                 |              |                                |        |                |                 |              |
| Totals  |              |        |                |                 |              |                                |        |                |                 |              |

Report submitted by:

|            |               |
|------------|---------------|
| Signature: | Name (Print): |
| Date:      | Position:     |