

Michigan Child Care Matters

All About Transportation Issue 95

From the Division Director

Transportation services for children in your care can be a big help to parents. You must be aware of all rules and regulations involved with transporting children.

The Pupil Transportation Act, 1990 PA 187, requires Michigan State Police (MSP) to inspect each school bus annually. When a child care facility (home or center) uses a multifunction school activity vehicle with a seating capacity of 11 or more, including the driver, to take children to school or to pick up children from school, that vehicle may be considered a school bus. You should contact MSP Sgt. McLaughlin to determine if an MSP vehicle inspection is required. His phone number is 517-241-0572.

Centers transporting children between home and their facility or for field trips are not required to have an inspection from the MSP. Instead, your vehicles must be inspected annually by a licensed mechanic. Home providers must ensure that vehicles used to transport children are “maintained in good, safe working condition.”

When you use vehicles with a seating capacity of less than 11, including the driver, the Pupil Transportation Act does not apply even if you transport children to and from school.

As a reminder, centers may not use 11- to 15-passenger vans for the transportation of children for any reason and homes cannot use them for transportation to or from school or school-related activities. Removal of seats from these vehicles does not change the manufacturer’s rated seating capacity. ❖



James S. Sinnamon
Child Care Licensing Division Director

MICHIGAN DEPARTMENT OF HUMAN SERVICES
Bureau of Children and Adult Licensing
Child Care Licensing Division
www.michigan.gov/michildcare

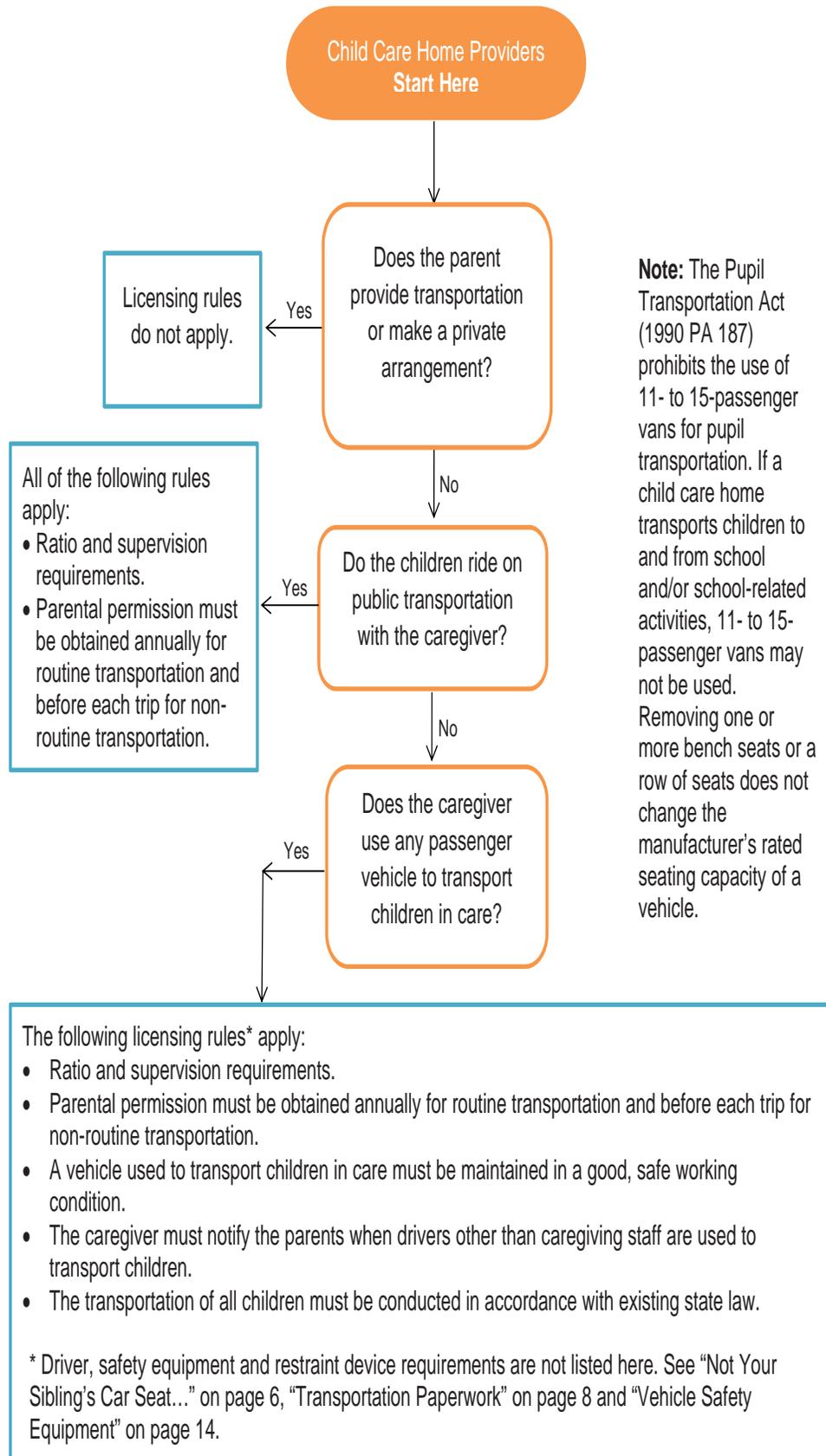


Transportation Requirements At A Glance

Thanh Biehl, Child Care Licensing Consultant
Washtenaw County

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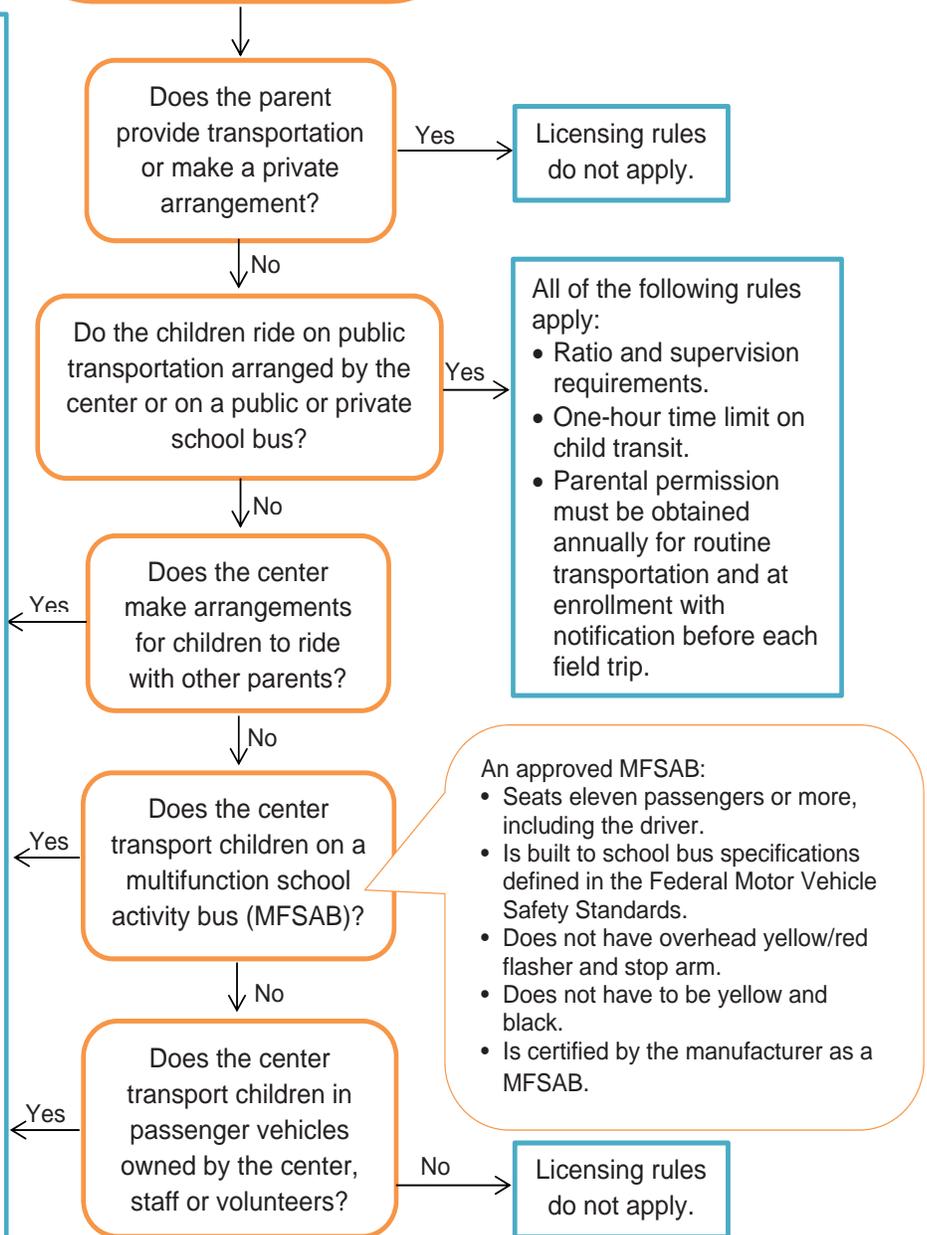
Note: The Pupil Transportation Act (1990 PA 187) prohibits the use of 11- to 15-passenger vans for pupil transportation. If a child care home transports children to and from school and/or school-related activities, 11- to 15-passenger vans may not be used. Removing one or more bench seats or a row of seats does not change the manufacturer's rated seating capacity of a vehicle.

**Child Care Center Providers
Start Here**

All of the following rules* apply:

- Ratio and supervision requirements.
- One-hour time limit on child transit.
- Parental permission must be obtained annually for routine transportation and at enrollment with notification before each field trip.
- All motor vehicles must be in safe operating condition.
- Motor vehicle seats used by children, staff and volunteers must not face sideways.
- A truck must not be used to transport children, except in the cab.
- There must be no loose or heavy objects in the passenger compartment of any motor vehicle.
- Motor vehicles with a manufacturer's rated seating capacity of 10 passengers or fewer, including the driver, must be inspected annually by a licensed mechanic. A copy of the inspection must be on file in the center. This does not apply to volunteer vehicles.
- A MFSAB must be inspected annually by a licensed mechanic or the Department of State Police if used to transport children to and from school.
- A statement verifying that the motor vehicle is in compliance with the Michigan vehicle code safety equipment requirements must be kept on file in the center. See Vehicle Safety Requirements for Child Care Centers on page 14 for more information.

* Driver, safety equipment and restraint device requirements are not listed here. See "Not Your Sibling's Car Seat..." on page 6, "Transportation Paperwork" on page 8 and "Vehicle Safety Equipment" on page 14.



Note: The use of passenger vans with a rated seating capacity of 11 or more, including volunteer vehicles, is prohibited. Removing one or more bench seats or a row of seats does not change the manufacturer's rated seating capacity of a vehicle. It is still illegal to transport children in 11- to 15-passenger vans, regardless of removed seats.

Transportation Ratio and Supervision

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Washtenaw County

Field trips are valuable learning opportunities that enhance children’s social, emotional, physical, and cognitive development. Providing transportation to and from home or school can be a benefit to parents. However, transporting children to and from the child care home or center may be a stressful transition for many caregivers. To reduce stress and prevent risks and harm, it is important to ensure caregiver-to-child ratios are sufficient to provide adequate supervision of children when transporting. Supervision is one of many factors in the prevention of accidents, injuries and lost children.

For child care centers, the caregiver-to-child ratio for children in transit is:

Age of Child	Caregiver to Child Ratio
Birth through 29 months of age	1:4 Excluding the driver
30 through 35 months of age	1:8 Excluding the driver
3 years of age	1:10 Including the driver
4 years of age	1:12 Including the driver
School-age	1:18 Including the driver

For the ratio of caregivers to infants and toddlers, the driver **is not** counted as a caregiver. For the ratio of caregivers to children age 3 and older, the driver **is** counted as a caregiver. Any additional caregivers or volunteers during transit must be at least 16 years of age, seated with the children and responsible for the supervision of the children.

For child care homes, the ratios must be maintained at all times whether in a motor vehicle or in the child care home. The ratio of caregiver to children present in the home at any one time must not be less than one caregiver to six children. The ratio must include all unrelated children in care and any of the following children who are less than 7 years of age:

- Children of the caregiver.
- Children of the assistant caregiver.
Note: Children of the assistant caregiver count at any age if the assistant caregiver is not present.
- Children related to any member of the child care home family by blood, marriage or adoption.

Furthermore, for each caregiver, not more than four children must be under the age of 30 months, with not more than two of the four children under the age of 18 months.

Upon arrival at the destination, it is important for caregivers to examine the parking area and determine the safest way to drop off and pick up children. Child care centers must enter and leave the motor vehicle from the curbside unless the vehicle is in a protected parking area or driveway. Caregivers or volunteers must carry or help children who are under school-age into and out of the vehicle. This assures the safety of young children who may have difficulty climbing into and out of vehicles without assistance, which could lead to injury. While these procedures are not required for homes, they are best practices for homes.

It is recommended that the caregiver-to-child ratio exceed the licensing rule requirements during field trips to assure adequate

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Transportation Permissions

Jacquelin Sharkey, Area Manager
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There are times when children are transported in a vehicle. Parents have the right to decide if their children are transported; therefore, they must give written permission to the child care home or center before this occurs. Permission ensures that parents know the whereabouts of their children at all times, such as when they are traveling from a child care center to school and back to the center.

In child care homes, the caregiver must obtain and keep on file written permission from a child's parent before each time a child is transported in a vehicle. However, for routine transportation, the caregiver must obtain written permission at least annually.



the caregiver must obtain written permission at least annually.

The requirement for routine transportation is the same in child care centers: Parents' written permission must be obtained at least annually. The routine transportation form for both homes and centers must include the following:

- Child's name.
- Date parent gave the permission.
- When the routine transportation will occur.
- Transportation destination.
- Parent's signature.

Children's participation in center field trips must only occur after parents' written permission is obtained at the time of enrollment or before each field trip. However, best practice and good communication with parents would involve the latter—signed permission prior to each outing. Documentation of parental permission for all transportation must be kept on file at the center for each child who is transported.

Parents must know where their children are

at all times. For centers, if field trip permission is obtained at enrollment, field trip information must be provided to the parents prior to the trip indicating the location, time of departure and time of return arrival. This can be done by providing the information in the newsletter or posting it in an obvious place the parents will see.

For both homes and centers, it is essential to have parent permission to transport a child in case of an emergency. This permission is included on the Child Information Record (BCAL-3731). If a child requires immediate medical attention, precious minutes may go by if you must contact the parents to come to the

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What is the difference between routine and non-routine transportation?

Routine transportation is defined as regularly scheduled travel on the same day, at the same time, to the same destination. This would be providing transportation to a child's school every morning at 8 a.m. or going to story time at the library every Tuesday at 10 a.m.

Now let's say that this Tuesday after story time, you decide to make a quick stop at the store to grab a gallon of milk for lunch. This is no longer considered routine transportation and would require, at minimum, prior notice to parents and possibly new written permission. Stopping for milk, taking the children to the zoo or another field trip without prior parental written permission is a rule violation. It is very important that you plan ahead and receive proper parent permission before you provide transportation of any type.

Not Your Sibling's Car Seat....

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MSU Extension/Munson Medical Center Trauma Services

We often hear parents say they don't need help with the installation of their car seat because they've had other kids. In fact, if it's been more than 18 months since your last child was born, things have probably changed. Today, things change quickly. You've probably realized once you've had your cell phone for more than a year, it's almost obsolete and it's already hard to find cases or other accessories for it. Car seats are no different. Standards change, new technology is introduced and automakers introduce new concepts. For example, did you know there are now inflatable seat belts?

In March 2011 the American Academy of Pediatrics (AAP) advised parents to keep their children in rear-facing car seats until age 2 or until the child reaches the maximum height and weight limits for the seat. Shortly after, the National Highway Traffic Safety Administration released new child seat safety guidelines consistent with the AAP's recommendations. Having babies rear-facing better protects their necks and spinal cords and is an easy step to take to help reduce that possible stress on their bodies. The new recommendation suggests you should keep a baby rear-facing as long as possible or until the child reaches the maximum height or weight for the seat. Many seats can now stay rear-facing until 30, 35, or even 40 pounds. The risks far outweigh any benefits of forward-facing a child too early.

We always recommend parents and caregivers have their child's car seat inspected by a certified child passenger safety technician. Installing a car seat used to be a fairly straightforward task; however, with the constant introduction of evolving concepts—LATCH, tethers, lock-offs, air bags, tether anchors, inflatable seat belts—it is becoming more common for the installation to be incorrect.

Certified technicians are required to stay current on what is happening both in the child safety seat industry and the vehicle manufacturer industry. Manufacturers revise their models so often that even technicians are told to read over the manuals of both the car and the car seat. A practice that was followed in the past could well have changed with the introduction of new models and, in fact, often does.

The best car seat is one that fits your child, fits your vehicle and will be used properly every time. Locate a certified child passenger safety technician in your area to help with your car seat questions and needs by going to www.seatcheck.org. ❖

Car Safety Restraint System Information

See the chart on the next page for information specific to the age of the child and the type of car seat. Usage tips for all car seats:

- Every car seat has an expiration date. Do not use an expired seat. Never buy a used car seat if you do not know its full history.
- Never use a car seat that has been in a crash.
- Children should not wear bulky clothing under harness straps.
- Do not use products that did not come with your car seat (in or with the seat).
- Add-on toys can injure your child in a crash.
- Loose objects in the vehicle can injure your child in a crash.

AGE/WEIGHT	SEAT TYPE/SEAT POSITION	USAGE TIPS
<p>INFANTS</p> <p>Birth to at least age 1 and less than 20 pounds</p>	<p>Rear facing infant seat or rear facing convertible seat</p>	<ul style="list-style-type: none"> • Always secure seats to the vehicle by safety belts or the LATCH system. • Never use in a front seat where an air bag is present. • Tightly install child seat in rear seat, facing the rear. The car seat should not move more than one inch from side to side or front to back. Grab the car seat at the seat belt or LATCH path to test for tightness.
<p>INFANTS</p> <p>Less than age 1 and 20-35 pounds</p>	<p>Rear facing convertible seat (one recommended for heavier infants)</p>	<ul style="list-style-type: none"> • Child seat should recline at approximately a 45 degree angle. This is important to keep the baby's airway open. • Harness straps/slots at or below shoulder level (usually the lower set of slots for most convertible seats). • Harness straps snug on child; harness clip at armpit level.
<p>TODDLER/ PRESCHOOLER</p> <p>Age 1 to 4 and at least 20 and up to approximately 40 pounds</p>	<p>Forward-facing convertible seat or forward-facing only seat or high back booster with harness</p>	<ul style="list-style-type: none"> • Always secure seats to the vehicle by safety belts or the LATCH system. • Tightly install child seat in rear seat, facing forward. The car seat should not move more than one inch from side to side or front to back. Grab the car seat at the seat belt or LATCH path to test for tightness. • Harness straps/slots at or above child's shoulders (usually top set of slots for most convertible seats). • Harness straps snug on child; harness clip at armpit level. • The American Academy of Pediatrics recommends that children remain rear-facing until age 2.
<p>YOUNG CHILDREN</p> <p>Ages 4 to least 8 - unless they are 4'9" (57") tall</p> <ul style="list-style-type: none"> • If a child is eight years or older, but under 4'9" tall, a booster seat is not needed. • If a child is between four and eight years, but over 4'9" tall, a booster seat is not needed. 	<p>Belt-positioning booster (no back) or high back belt-positioning booster</p>	<ul style="list-style-type: none"> • Never use with lap-only belts. Always use with lap and shoulder belt. • Shoulder belt should rest snugly across chest and on shoulder. Never place a shoulder belt under the arm or behind the back. • Lap belt should rest low, across the lap/upper thigh area—not across the stomach.

Transportation Paperwork

Katrice Sweet, Licensing Consultant
Eaton County

There are a few things that must be done prior to transporting children. Make sure you have all your paperwork in order before providing transportation to a child.

Child Care Homes

Parents must provide written permission prior to their child being transported in a vehicle. Refer to Transportation Permissions on page 5.

Licensing regulations require that the caregiver ensure that the driver of a vehicle transporting children is an adult, has a valid driver's license, has a valid vehicle registration, and has proof of current no-fault insurance. Documentation of this information does not need to be kept on file; however, it must be provided if requested. The Driver Verification (BCAL-5039) can be used to verify this information. Documentation of who was the driver, if someone other than the caregiver, must also be kept.

Child Care Centers

Transportation at child care centers is much more involved. Just as for home child care, parents must provide written permission prior to their children being transported. Refer to Transportation Permissions on page 5.

When a child care center utilizes its own vehicles (including vehicles owned by, leased by, or registered to the child care center or an employee of the child care center), the following documentation must be maintained on file in the center:

- Statement verifying compliance with the Michigan vehicle code safety equipment.
- Proof of current automobile insurance for all vehicles.
- An annual inspection conducted by a licensed mechanic for all vehicles with a seating capacity of 10 or fewer passengers.

Annual inspections must also be completed on multifunction school activity buses. This is completed by a licensed mechanic or by Department of State Police if used to transport children to and from school

A center must keep on file the following documentation for any center staff operating a vehicle:

- A copy of a valid operator license showing the appropriate endorsement for all staff that transport children.
- A copy of a current driving record provided by the Secretary of State for each driver. (Driving records can be obtained online at www.michigan.gov/sos.)
- Proof of valid automobile insurance.

Volunteer drivers can sign a self-certifying statement indicating they:

- Are at least 18 years of age.
- Possess a valid operator's or chauffeur's license.
- Have a personal driving record with no more than six active points as determined by the Secretary of State.
- Have proof of valid automobile insurance and registration.
- Are familiar with the contents of the first aid kit.
- Are familiar with the operation of the fire extinguisher if a fire extinguisher is required.

Providing transportation to children in care is a significant responsibility and requires preparation. Be sure you read and understand all licensing regulations regarding transportation and contact your licensing consultant before you begin offering this program component. ❖

Types of Licenses and Endorsements

Go to the Michigan Secretary of State website (www.michigan.gov/sos > Driver License and State ID) for the most recent and accurate information regarding what types of licenses or endorsements may be needed.

Operator License

For persons who are not required to provide transportation but who provide occasional transportation in a car or van.

Chauffeur's License

For persons who regularly transport children in a car, van or a vehicle designed to carry less than 16 people, including the driver.

Commercial Driver's License (CDL)

For persons who provide transportation in a school-bus or any vehicle, including a multi-function school activity bus, that is designed to carry 16 or more people including the driver.

Note: Federal Motor Carrier Safety Administration regulations require drivers who are renewing, correcting or applying for an original CDL to self-certify which type of commercial motor vehicle operation they will perform: non-excepted interstate driver, excepted interstate driver, non-excepted intrastate driver, excepted intrastate driver.

Commercial Driver's License (CDL) with an "P" Passenger Endorsement

For vehicles designed to carry 16 or more passengers including the driver.

Commercial Driver's License (CDL) with an "S" School Bus Endorsement

For commercial motor vehicles used to transport pre-primary, primary or secondary school students from home to school, school to home or to and from school-sponsored events.

Transportation Ratio and Supervision, from page 4

supervision and to prevent lost children. It is best practice to take a head count of the children prior to leaving the child care home or center, when exiting and boarding the vehicle and at regular intervals throughout the field trip. Children must always be directly supervised and never left unattended in a vehicle at any time. With careful planning and awareness of ratio and supervision, field trips and routine transportation can be less stressful and more enjoyable. ❖

Transportation Permissions, from page 5

facility to transport their child. By having this permission before an emergency occurs, it may keep an injury from becoming more severe or save a life.

When it comes to safety, it is not only important to make sure the vehicle is safe, but that the children are, too, which includes having permission to take them off the premises. Having the required permissions for transportation gives parents confidence that their children will be cared for in a secure and safe way at all times. ❖

Field Trips Change Lives: Educational Ideas

Toni Stagray, Child Care Licensing Consultant
Genesee County

“What do you want to be when you grow up?” is an often-asked question of children. Children with little exposure and no experience with anything other than their normal daily routine may have a hard time answering this question. Field trips for children in a child care setting can be a wonderful opportunity to expand their world and expose them to new adventures while providing fun and education.

Young children know their world by what their eyes have seen, what their ears have heard, what their hands have touched, and what their noses have sniffed. Children are very hands-on; their world is very personal. They may not remember all they learn during a field trip; however, they will always remember the sights, sounds and smells. They make important decisions about: “This is what I want to do when I grow up.”

Your Community as a Resource

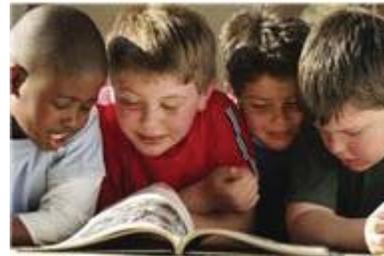
Field trips do not have to cost a great deal of money. Check within your local community to see what may be available to you and the children in your care. Some ideas for field trips may include going to a:

- Garden, greenhouse or planetarium.
- Public library, local store or factory.
- Police or fire station or ambulance garage.
- Doctor’s office, dental clinic or hospital.
- Veterinarian clinic or animal shelter.
- Petting zoo or farm.
- State park for a nature walk, picnic or beach outing.
- Post office.
- Festival, circus or other live performance, such as Sesame Street Live.
- Museum – railroad, art or children’s.

Combining Fun with Education

Some ideas for what you can do while at these different places include:

- **The library:** Ask the children’s librarian to plan the visit around a particular topic or theme. He or she can share books, finger plays and songs on the theme. Let the children check out a book to borrow. Extend the learning by using the book for additional activities at the child care facility.
- **A local park:** Plan to bring along a picnic and a few games for children to play. Help children identify names of birds or collect nature items to use for an art project as a follow-up.
- **A petting zoo or farm:** Guides can tell children facts about the animals. Children can have a hands-on experience petting or holding animals. Perhaps they can feed a baby calf or help the guide give the horses a snack of carrots. Perhaps the farm has a tractor with a trailer and the children can go on a hayride. Talk about the farm equipment and its uses.
- **The beach or a state park:** Before going, read related books and talk about what they will see, hear and smell. Plan a treasure hunt; see what items children can find by digging in the sand. Enjoy a picnic lunch. Some state parks have a wildlife exhibition to see.
- **Festivals:** Many communities have festivals, storytelling events and plays that are geared for children. Perhaps a story teller, a magician or puppeteers will be providing entertainment.



- **A local store:** Visit a grocery store and talk to children about nutrition, what foods they like to eat and how a person buys groceries. If the store has a live lobster tank, this is sure to be a hit. Many stores will provide tours, taking children through the various store departments and letting them sample foods packaged there. There is nothing like fresh pineapple!
- **A greenhouse:** Find out how to grow and care for flowers. Make arrangements for children to plant a flower for someone special – perhaps as a Mother’s Day gift.
- **The post office:** As part of a teaching unit on mail or as part of a Valentine’s Day writing project, take children to the post office and mail something. They can see how mail is sorted.



To maximize the experience of a field trip, do some thinking ahead.

- What is the best day of the week for this trip?
- How long will it take, including transportation?
- How much time is needed for the actual learning portion of the trip?
- How many chaperones will be needed to ensure safety?
- What is the cost of the trip?
- Is the content appropriate for the age group or a group of mixed ages?

Field trips should have a purpose related to children’s interests and be an extension to the learning they are involved in every day. Field trips can provide opportunities for teachable moments and are wonderful learning experiences for children of all ages. They will leave a lasting impression on children! ❖

Limit on Transit Time - Child Care Centers

Children younger than school age cannot be in a motor vehicle for more than one continuous hour, including rest breaks.

Child Development and Care (CDC) Payments

All CDC providers must keep complete and accurate records of daily time and attendance for each CDC child in care. You must make these records available to an employee of the department or the auditor general if asked.

Licensed and registered providers are not required to use the CDC Daily Time and Attendance Record (DHS-1546) but must maintain records showing:

- The child(ren)’s name and age.
- The pay period number.
- The dates for each day you watched the children during the pay period.
- The daily care begin time and daily care end time for each child.
- The total number of hours you watched the children.
- Your and the parent’s certification that the daily attendance records are accurate.
 - You must sign your time and attendance records.
 - The parent must sign or initial daily to show that they agree with the information on the time and attendance records.

Vehicle Safety Requirements for Child Care Centers

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The Licensing Rules for Child Care Centers outlines in R 400.5603 several rules that apply to all vehicles used to transport children in care when the center has made the transportation arrangements. This includes when center/staff-owned or leased vehicles or volunteer vehicles are used. This does not apply when public or public school transportation is being utilized. These rules are designed to assure the safety and well-being of the children and staff and to ensure compliance with state and federal transportation laws.

All motor vehicles used to transport children in care must be in safe operating condition. In order to comply with federal requirements, the seats in the vehicles cannot face sideways. If a truck is being used for transportation, children can only ride in the cab of the truck, not the bed.

Loose or heavy objects cannot be in the passenger compartment of any vehicle used for transportation. This is to prevent injury to passengers while the vehicle is in motion. Objects that need to be transported must be safely secured or stored in the trunk or cargo area. Any unnecessary objects should not be stored in the vehicle. It is important to inspect the inside of the vehicle prior to each trip to ensure that all items are safely stowed.

A statement verifying that the motor vehicle is in compliance with the Michigan Vehicle Code safety equipment requirements, MCL 257.683 - 257.714b, must be on file at the center. This can be a self-certifying statement. The Michigan Vehicle Code requires the following equipment be present and in good operating condition in passenger and commercial vehicles at all times. **Note:** The following list serves as a guide for child care centers. If a self-certifying statement is used, it is your

responsibility to know and understand the requirements of the act. Go to the Michigan legislative website (www.legislature.mi.gov) to find the most recent and accurate requirements regarding vehicle equipment.

All Motor Vehicles:

- **Taillights:** Must be equipped with at least one red rear taillight that is visible from 500 feet. If equipped with two taillights, both must be maintained in good working condition at all times.
- **Stop Lights:** Must be equipped with two rear, red or amber stop lights. Stop lights must be visible for 100 feet, day or night. Stop lights must be illuminated upon application of service brake.
- **Registration Light:** Must have a white light that illuminates the rear registration plate so it is clearly visible from 50 feet.
- **Turn signals:** Must have red or amber turn signals on the rear and amber turn signals on the front that are visible for 100 feet, day or night.
- **Horn:** Must be audible for 200 feet with no whistle or harsh sound.
- **Windshield:** Must be made of safety glass of sufficient size to protect the driver and all occupants.
- **Glass (Including Windshield):** No signs, posters, non-transparent materials, window applications, reflective or non-reflective films on the windshield or on the driver and front passenger glass. Rear and side windows to rear of the driver cannot be composed of, covered by or treated with a material that creates a total solar reflectance of 35 percent or more, including gold or silver reflective film. Wherever glass is used, it must be safety glass.
- **Exhaust:** Muffler noise must not exceed levels outlined in MCL 257.707c.

- **Windshield Wipers:** Must be driver-controlled.
- **Suspension:** Must not be modified to defeat safe operation of vehicle.

Passenger Vehicles

- **Headlights:** Must be equipped with two or more white headlights. There must be at least one on each side. Headlights must be a minimum 24 inches and a maximum of 54 inches from ground. Headlights must have an adjustable upper and lower beam—upper beam to reveal persons at 350 feet and lower beam to reveal persons at 100 feet. Must have a beam indicator that is visible to the driver and showing when upper beams are on. No more than four lamps, including auxiliary lights, may be lit at the same time.
- **Auxiliary Lights:** May be equipped with not more than two fog lamps, mounted not less than 12 inches or not higher than 30 inches. May be equipped with not more than two spot lamps. Every lighted spot lamp must be aimed and used upon approaching another vehicle so no part of the beam will be directed into the eyes of the approaching driver. No more than a total of four lamps, including headlamps, may be lit at one time. Auxiliary lights must have a white or amber beam.
- **Brakes:** Must be adequate to stop and hold vehicle. There must be two means of applying brakes to at least two wheels. Brakes must be capable of stopping the vehicle as required in MCL 257.705. The parking brake must be adequate to hold the vehicle.
- **Tires:** Tires must have at least 2/32 of an inch tread. No part of belting material, tire cords or ply may be exposed. No evidence of cord or tread separation may be present. Must not be a restricted-from-highway-use type.
- **Mirrors:** Must be equipped with a properly adjusted outside rear view mirror on driver's side. An outside rear view mirror on each side is required if the view through the rear window is obscured.
- **Safety Belts:** Required for the driver and

one front seat passenger after January 1, 1965. Safety belts must conform to federal rules and regulations.

- **Bumpers:** Required on passenger vehicles. Bumpers must be no more than 22 inches from ground.

Commercial Vehicles

- **Headlights:** Must be equipped with two or more white headlights. There must be at least one on each side. Headlights must be a minimum of 24 inches and a maximum of 54 inches from ground. Headlights must have an adjustable upper and lower beam—upper beam to reveal persons at 350 feet and lower beam to reveal persons at 100 feet. Must have a beam indicator that is visible to the driver and showing when upper beams are on.
- **Reflectors:** Every bus or truck must be equipped with two red reflectors on the rear, one on each side. Trucks or buses 80 inches or more in width are required to have two reflectors on each side, one amber reflector at or near the front and one red reflector at or near the rear. Reflector height is a minimum of 15 inches and a maximum of 60 inches.
- **Additional Lights on a Truck or Bus 80 Inches or More in Width:** Must be equipped with two amber clearance lamps on the front, one on each side, and two red clearance lamps at the rear, one at each side, and two side marker lamps, one amber lamp at or near the front and one red lamp at or near the rear. Three identification lamps must be mounted on the vertical centerline of the vehicle/cab as outlined in MCL 257.688(1)(b)(v).
- **Brakes:** Must be adequate to stop and hold vehicle. There must be two means of applying brakes to at least two wheels. Brakes must be capable of stopping the vehicle as required in MCL 257.705. The parking brake must be adequate to hold the vehicle. Every bus and school bus must be

Continued on page 15

Vehicle Safety Equipment

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Macomb County

Children's safety is the most important factor when determining if transportation will be offered in a child care program. Driving children is a significant responsibility. To ensure their safety and well-being, caregivers must be able to respond to children's needs in case of an injury or emergency. Safety equipment in vehicles ensures drivers have the necessary supplies readily available should the vehicle break down or another type of emergency occurs.

Homes

The items required in a vehicle include:

- A Child Information Record (BCAL-3731) or a comparable facsimile for each child being transported.
- A first aid kit containing:
 - Adhesive tape.
 - Bandages (assorted sizes).
 - Cold pack.
 - Disposable gloves.
 - Gauze pads and roller gauze (assorted sizes).
 - Hand sanitizer.
 - Plastic bags.
 - Scissors and tweezers.
 - Triangular bandage (also known as a sling).



Note: Antiseptics, burn ointments and medications must be excluded from the first aid kit. If you purchase a pre-packaged first aid kit, take these items out.

Centers

Centers that use center-owned vehicles or vehicles of staff or volunteers to transport children must include the following items in the vehicles:

- A Child Information Record (BCAL-3731) or comparable facsimile for each child being transported.
- A first aid kit securely stored in an accessible location in the driver compartment containing:
 - Bandage compresses (sterile gauze pads).
 - Adhesive compresses.
 - A 40-inch triangular bandage.
 - A roll of gauze.
 - An elastic bandage.



Additional items that may be included but are not required include:

- Scissors and tweezers.
- Hand sanitizer.
- Plastic bags.
- Disposable gloves.

Note: Antiseptics, burn ointments and medications must be excluded from the first aid kit. If you purchase a pre-packaged first aid kit, take these items out.

Center owned vehicles or vehicles of staff must also have three bi-directional emergency reflective triangles properly cased and securely stored.

In addition, vehicles with a manufacturer's rated seating capacity of more than 10 occupants must also include the following items:

- Three 15-minute fuses (flares) or an approved battery-operated substitute properly cased and securely stored in the driver's compartment.

- A fire extinguisher of dry, chemical type approved by Underwriter's Laboratories Inc. rated not less than 2A-10BC mounted in an accessible place in the driver compartment.

Note: If public transportation or public school transportation is provided, contracted or sponsored by the center, the center is not responsible for the items in the vehicle.

All required items have an important purpose for safety. For example, Child Information Records ensure drivers know the identity of the children they are transporting and how to reach their parents/guardians and allow them to seek emergency medical treatment for children in case of an injury. It is also recommended that a picture of each child be attached to the Child Information Record to assist in identification if needed in the event of an accident or emergency.

In order to ensure that children will be provided appropriate care when needed in a vehicle, make sure you have all the necessary supplies on hand and that they are ready to use. Education and development are important, but nothing matters more than the safety, security and health of the children in care. That's why protection and preparedness are critical considerations. ❖

Vehicle Safety Requirements for Child Care Centers, from page 13

- equipped with brakes operating on all wheels.
- **Mirrors:** Must be equipped with a properly adjusted outside rear view mirror on driver's side. An outside rear view mirror on each side is required if the view through the rear window is obscured. Every commercial vehicle of one-half ton capacity or more must be equipped with two properly adjusted mirrors, one on each side.
- **Tires:** Tires must have at least 2/32 of an inch tread or 4/32 of an inch on front tires if the vehicle is 10,000 pounds or more. No part of belting material, tire cords or ply may be exposed. No evidence of cord or tread separation may be present. Must not be a restricted-from-highway-use type.
- **Safety Belts:** If equipped, must conform to federal rules and regulations and must be worn by the driver.
- **Bumpers:** Not required for a vehicle with a GVWR of 10,001 pounds or more or a vehicle designed to carry 16 or more passengers including the driver. If 10,000 pounds or less, bumper heights in 257.710c(2) are required.

It is recommended that a checklist indicating the required items be created and routinely used to assess that the equipment is maintained in safe operating condition. If any items are found to be inoperable, they must be fixed prior to the vehicle being used for transportation.

The Licensing Rules for Child Care Centers requires that all motor vehicles used for transportation comply with certain requirements prior to use. Following these requirements helps to ensure that all passengers reach their destination safely. ❖

Michigan Child Care Matters

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Consumer Product Safety Commission (CPSC) Infant/Child Product Recalls (not including toys)

These recalls have been added since Issue 94 of MCCM (August 2012):

- Dorel Juvenile Group recalls Eddie Bauer rocking wood bassinets due to infant suffocation hazard.
- Dream On Me recalls infant swings due to strangulation hazard.
- Dream On Me recalls high chairs due to strangulation hazard.
- ValcoBaby booster seats recalled due to fall hazard.
- Graco recalls classic wood high chairs due to fall hazard.
- Cyclone swing seats recalled by ADS due to fall hazard.
- Summer Infant recalls to repair baby bathers due to fall and head injury hazard.
- Pbteen recalls bunk beds due to risk of injury.
- Baby seats recalled for repair by Bumbo International due to fall hazard.
- Liberty Mountain recalls Vaude Kenta child carriers due to fall hazard.

Details on these product recalls may be obtained on the CPSC's website at www.cpsc.gov.

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