

# SCHOOL BUS DRIVER'S DAILY PRE-TRIP INSPECTION FORM

\*\*\* SPARE BUS PRE-TRIP INSPECTION FORM \*\*\*

<b>DRIVER'S NAME:</b>	<b>BUS NUMBER:</b>	<b>DATE:</b> /        /	
<b>CHECK (√ ) WHEN REPAIRS ARE NOT NEEDED</b>		<b>MARK (X) WHEN CORRECTIONS ARE NEEDED</b>	
<b>1. UNDER HOOD INSPECTION:</b>		<b>5. LEFT SIDE:</b>	
ENGINE LUBE OIL		FRONT TIRES: CONDITION & INFLATION	
COOLANT LEVEL: CHECK WITH COLD ENGINE		FRONT WHEELS:	
BELTS: CHECK TENSION & CONDITION		LUG NUTS <input type="checkbox"/> LEAKS <input type="checkbox"/>	
LEAKS – GASOLINE		SIDE MARKER LIGHTS	
LEAKS – OIL OR WATER		REAR TIRES: CONDITION & INFLATION	
		REAR WHEELS:	
<b>2. CHECK FROM DRIVER'S SEAT:</b>		LUG NUTS <input type="checkbox"/> LEAKS <input type="checkbox"/>	
START ENGINE, LOOK , & LISTEN FOR TROUBLE SIGNS			
OIL PRESSURE		<b>6. REAR: CLEAN LIGHTS &amp; GLASSES:</b>	
AMMETER		REAR WINDOWS & LIGHTS BROKEN	
WATER TEMPERATURE		STOP & TAIL LIGHTS	R    L
HORN		TURN SIGNALS	R    L
AIR OR VACUUM GAUGE OR BUZZERS		FLASHER WARNING LIGHTS	R    L
DEFROSTER AND HEATER BLOWERS		MARKER LIGHTS	R    L
WINDSHIELD WIPER(S) & WASHER OPERATION		EXHAUST: LEAKS OR DAMAGED	
MIRRORS: EXTERIOR AND INTERIOR		UNDER BUS:	
LIGHTS: INTERIOR, DASH AND STEP-WELLS		LEAKS	
HAZARD WARNING FLASHER		LOOSE PARTS	
BRAKE PEDAL HEIGHT AND FEEL			
PARKING BRAKE RELEASE AND RESET		<b>7. RIGHT SIDE:</b>	
		REAR TIRES: CONDITION & INFLATION	
<b>3. LOOK INSIDE THE BUS:</b>		REAR WHEELS:	
SEATS, FLOOR, AND HOUSEKEEPING		LUG NUTS <input type="checkbox"/> LEAKS <input type="checkbox"/>	
EMERGENCY DOOR: OPEN, CLOSE, BUZZER		SIDE MARKER LIGHTS	
WINDOWS: CONDITION		FRONT TIRES: CONDITION & INFLATION	
FIRE EXTINGUISHER PRESSURE		FRONT WHEELS:	
FIRST AID KIT		LUG NUTS <input type="checkbox"/> LEAKS <input type="checkbox"/>	
FLARES		GENERAL OUTSIDE APPEARANCE	
		<b>8. FINAL CHECKS AS YOU MOVE THE BUS</b>	
<b>4. WALK AROUND THE BUS:</b>		SEAT BELT FASTENED	
FRONT: CLEAN LIGHTS AND GLASSES		BRAKES, STOP AND HOLD	
WINDSHIELD, MIRRORS, WINDOWS & LIGHTS BROKEN		STEERING FEEL OKAY?	
HEADLIGHTS HI / LO BEAMS	R    L	UNUSUAL NOISES?	
TURN SIGNALS	R    L	CLUTCH FEEL OKAY?	
FLASHER WARNING LIGHTS	R    L	NO CHATTER	
PARKING LIGHTS	R    L	TRANSMISSION SHIFT OKAY?	
MARKER LIGHTS		STOP BUS: ALL GAUGES OKAY?	
UNDER BUS		<b>9. ADDITIONAL COMMENTS:</b>	
LEAKS		RECOMMENDED MINOR OR MECHANICAL REPAIRS:	
LOOSE PARTS			
<b>WHEN REPAIRS ARE NEEDED - FOLLOW LOCAL PROCEDURE</b>			