

# Appendix J

## SCHOOL BUS PRE-TRIP INSPECTION CHECK LIST

DISTRICT \_\_\_\_\_ BUS # \_\_\_\_\_ DATE: FROM \_\_\_\_\_ TO \_\_\_\_\_

CODE:

OK



NEEDS ATTENTION

X



CORRECTION MADE

X



Date Before Each Trip													
	INSPECTION DATE	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
<b>A</b>	<b>CHECK OUTSIDE THE BUS</b>												
	1. FUEL TANK (s) FILLER CAP(s)												
	2. EXHAUST PIPE												
	3. TIRES/ RIMS/ LUGS												
	4. AIR TANK (s)												
	5 UNDER BUS LEAKS (OIL, FUEL, COOLANT, WATER, POWER STEERING FILLED, BRAKE FLUID, ETC.												
	6 GENERAL OUTSIDE APPEARANCE												
<b>B</b>	<b>CHECK UNDER THE HOOD</b>												
	1. BATTERY/ BELTS/ HOSES/ WIRING												
	2. FLUID LEVELS												
	3. FLUID LEAKS												
<b>C</b>	<b>CHECK INSIDE THE BUS:</b>												
	1 FIRE EXTINGUISHER/ FIRST AID KIT/ EMERGENCY REFLECTORS/ SPARE FUSES												
	2 SEATS/ FLOOR/ GENERAL APPEARANCE												
	3 EMERGENCY EXIT(s)												
<b>D</b>	<b>START ENGINE AND CONTINUE INSIDE CHECK</b>												
	1 DASH GAUGES/ LIGHTS/ WARNING BUZZERS												
	2 HORN/ STEERING WHEEL												
	3 WINDSHIELD WIPERS/ WASHERS												
	4 HEATER/ DEFROSTER/ FAN												
	5 DOME LIGHTS/ STEP-WELL LIGHT												
	6 DRIVER'S SEAT/SEAT BELT/ MIRRORS												
	7 SERVICE BRAKE/PARKING BRAKE/EMERGENCY BRAKE												
	8 OVERHEAD FLASHING LIGHTS/STOP ARMS												
	9 TURN INDICATORS/HAZARD LIGHTS												
<b>E</b>	<b>CHECK OUTSIDE THE BUS WITH ENGINE RUNNING</b>												
	1 STOPLIGHTS/ TAILLIGHTS/BACK UP SIGNAL												
	2 HEADLIGHTS/ PARKING LIGHTS/SIDE MARKER LIGHTS												
	3 OVERHEAD FLASHERS/ STOP ARMS												
	4 TURN INDICATORS/HAZARD LIGHTS/ STROBE LIGHTS												
	5 WINDSHIELD/ WINDOW/ MIRRORS												
<b>F</b>	<b>COMPLETE FINAL CHECKS:</b>												
	1 FASTEN SEAT BELT												
	2 TEST BRAKES (STOP AND HOLD)												
	3 STEERING WHEEL PLAY												

I certify that all items listed on this form were checked before placing the bus in service. All faulty or improperly functioning equipment that may affect the safety of the vehicles operation or result in its mechanical breakdown was reported in writing, to proper authorities and appropriate repairs were made before allowing pupils to board the bus

DRIVER NAME (PLEASE PRINT)

DRIVER'S SIGNATURE

DATE