

DAILY INSPECTION FORM

Driver's Name _____ License _____

Month/Year _____ Center _____

_____ OK _____ Needs Attention

_____ Adjustment Made _____ Not Equipped

1. Look Outside the Bus:

- _____ Windshield, mirrors, front windows, head-lights wiped clean.
- _____ Exhaust-tailpipe clear?
- _____ Rear emergency door, open & close.
- _____ Bump tires, OK? Lug nuts in place?
- _____ Look under bus – all clear?
- _____ General outside appearance, clean for school bus identification?

2. Look Inside the Bus:

- _____ Seats, floor housekeeping
- _____ Emergency exits open & close, rear door, roof, windows
- _____ Emergency equipment – Fire Extinguisher pressure, First Aid Kit
- _____ Driver's area-windshield, windows clean?

3. Starting the Engine:

- _____ Fuel gauge OK? Check brake warning buzzer, neutral safety switch.
- _____ Start engine-look, listen for trouble signs, check gauges.

4. With Engine Running, Check (from driver's seat):

- _____ Mirrors, interior & step-well lights, service door seal
- _____ Steering feel OK? Noise?
- _____ Horn, defroster & heater blowers, windshield wiper operation.
- _____ Brakes-pedal height & feel, gauge reading OK? Parking brake release, reset.

5. Outside Checks Required Before You Drive Away:

- _____ Turn Signals-right/left-front-rear-clean & flashing?
- _____ Flasher warning lights-front/rear-clean & flashing?
- _____ Stop arm – clean and working?
- _____ Headlights hi/low beams.
- _____ Stoplights/taillights clean & working?
- _____ Hazard Warning Flasher working?

6. Final Checks As You Move the Bus:

- _____ Seat belt fastened?
- _____ Brakes, Stop & Hold
- _____ Clutch OK?
- _____ Steering feel OK? Unusual noises?
- _____ Bus under control/tracking straight?
- _____ Brake to stop. All gauges OK?

7. Additional Items Due to Local Conditions:

IF EVERYTHING IS OK, HAVE A SAFE TRIP