**ALL ITEMS ON THIS CHECKLIST ARE MANDATORY.**

***1 CCR 301-26, 4204-R-8.01 Each school transportation vehicle shall have a daily pre-trip and post-trip inspection performed and documented by the school transportation vehicle operator or a district or service provider authorized transportation employee. A daily pre-trip inspection shall be completed prior to a vehicle being placed in service. A daily post-trip inspection shall be completed at the end of daily operation of each vehicle.***

|  |  |  |  |
| --- | --- | --- | --- |
| **Front of Vehicle** | **Side of Vehicle** | **In Cab** | **Passenger Items** |
| Light Lens Condition | Light Lens Condition | Safety Belt | Steps |
| **Engine Compartment** | Reflectors | Fire Extinguisher | Handrail |
| Oil Level | **Driver/Fuel Area** | Electrical Fuses | Step Light |
| Coolant Level | Door | Triangles | Lift |
| Power Steering Fluid | Mirror | Safe Start | Seating Secured |
| Water Pump | Fuel Tank | ABS |  |
| Belt or Gear | Fuel Leaks | Temperature Gauge | **Post-Trip** |
| Alternator | Fuel Cap | Oil Pressure Gauge | Student Check |
| Belt or Gear | **Under Vehicle** | Voltmeter Gauge | Walk Around |
| Air Compressor | Drive Shaft | Air Gauge | Articles left on the Bus |
| Belt or Gear | Exhaust System | Left Turn Signal | Open windows/doors |
| Leaks | Frame | Right Turn Signal | Damage Vandalism |
| Hoses | **Rear Suspension** | Hazard Lights | Mechanical Problems |
| **Steering** | Springs | Headlights | Operational Problems |
| Box | Spring Mount(s) | High Beams |  |
| Hoses | Shock(s) | Horn |  |
| Pitman Arm | U-Bolts | Heater(s) |  |
| Drag Link | Air Bag | Defroster |  |
| **Front/Rear Brakes** | Air Bag Mount | Mirrors |  |
| Slack Adjustor | **Wheels** | Windshield |  |
| Brake Chamber | Rim | Wipers |  |
| Brake Hose or Line | Lug Nuts | Washers |  |
| Drum or Disk | Axle Hub Oil Seal | Parking Brake |  |
| Linings or Pads | Spacers | Service Brake |  |
| **Tires** | **Rear of Vehicle** | Dome Lights |  |
| Inflation | Light Lens Condition | Emergency Door Alarm |  |
| Condition | Reflectors | Emergency Window Alarm |  |
| Depth | Splash Guard | Emergency Kit |  |
| **Exterior Lights** | Emergency Door | Body Fluid Kit |  |
| Clearance | **Air Brake Check** | Seat Belt Cutter |  |
| Hazard | \*1 Compressor | Student Mirror |  |
| Turn Signals | \*2 System Leaks | Communications |  |
| Overhead Amber | \*3 Low Air Warning |  |  |
| Overhead Red | \*4 Valve Set or Hydraulic  Brake Check |  |  |
| Stop Arm  (including operation) |  |  | \* If No Air Brakes Line  Out Components |
| Brake |  |  |  |
| Tail |  |  |  |
| Reverse |  |  |  |

***1 CCR 301-26, 4204-R-8.02 The pre-trip and post-trip inspection requirements for school transportation vehicles, other than small vehicles, shall include at a minimum all items listed on the CDE School Transportation Vehicle (School Bus) Pre-Trip and Post Trip Requirements (STU-9) Form.”***

Vehicle #\_\_\_\_\_\_\_ Driver \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Month/Year\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Beginning**  **Miles** | **Beginning**  **Location** | **Ending**  **Miles** | **Ending**  **Location** | **Total Miles** | **Pre**  **Trip** | **Post**  **Trip** | **Fuel** | **Oil** | **Defect**  **Report** |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |

**Your signature indicates that you are in full compliance of the following:**

1. **I have performed a daily pre-trip and a daily post-trip of all items listed on the STU-9 as required per 1 CCR 301-26,4204-R-8.01 and 8.02.**
2. **I am in compliance with the CDE Maximum Driving Time for School Transportation Vehicle Operators Rules, per 1 CCR 301-26, 4204-R-16.00**
3. **I am in compliance with CDE Evacuation Rules, per 18.02 and 18.03**

***18.02 Students on school related events shall receive emergency evacuation instruction prior to departure.***

***18.03 School district and service providers shall maintain records documenting that the required evacuation drills were conducted and/or evacuation instruction was given.***

1. **I have removed all trash, swept floors, fueled and properly secured my vehicle.**
2. **I have completed all required school district documentation and complied with all school district policies pertinent to my position.**

**Driver Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Evacuation Instructions: State law requires that the district informs you about emergency evacuations before leaving on a field trip or athletic trip. In the event of an emergency, there is a fire extinguisher, first-aid kit and emergency reflective triangles located \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. The exits in this vehicle are \_\_\_\_\_\_ (front, side, rear, windows, roof hatch). If any exit is blocked, exit from the next easiest location to reach. If the vehicle is on its’ side, the roof hatch and emergency windows may be used. It is very important that you follow the driver’s instruction and exit in a quiet, calm manner. Do not attempt to take anything out of the vehicle when you exit. Remove yourself from harm as quickly as possible. Stay together in a group and stand away from the vehicle at least 100 feet and off the roadway. In the event the driver is injured and cannot assist in the evacuation, someone will need to take charge of the evacuation.**