

SAFETY SPOTLIGHT

BUS DRIVER SAFETY CHECKLIST

As school buses roll into the new academic year, it's crucial for drivers to stay vigilant and updated on the best practices for ensuring student safety. This safety spotlight focuses on these key areas: pre and post-safety checks and the safety of special education students. **These tips are general guidelines. Always follow your district's policies and procedures.**



Before starting the safety checklist, ensure the vehicle is secured safely for inspection.

Pre-Trip Inspection:

Interior Check:

- ✓ Check all seats and seat belts are secure, functioning and show no visible damage.
- ✓ Remove any trash or obstacles from the aisle, seats and driver's area.
- ✓ If the bus is equipped with wheelchair lifts or other assistive devices, confirm they are operational and in good condition.

Exterior Check:

- ✓ Ensure all lights (including emergency flashers) and signals are functioning correctly. Test turn signals, brake lights, and audible backup alarms if applicable.
- ✓ Check for proper inflation and tread depth. Look for any improper wear or damage. Check rims for cracks, damage, missing lug nuts, etc.

- ✓ A proper brake inspection must be completed for the appropriate type of system on the vehicle.
- ✓ Adjust mirrors for optimal visibility and check for any cracks or damage.
- ✓ Verify that emergency equipment such as fire extinguishers, first aid kits, and safety triangles are in place and accessible.

Post-Trip Inspection:

Interior Check:

- ✓ Conduct a sweep of the bus to verify all students have disembarked and no items are left behind.
- ✓ Note any damage or issues observed during the trip and report to maintenance.

Exterior Check:

- ✓ If applicable, check fuel levels and report if refueling is needed.
- ✓ Inspect the bus for cleanliness and report any areas needing attention.

Safety of Special Education Students

- ✓ Review and be familiar with specific needs required accommodations for special education students on your route.
- ✓ Check assistive devices, like wheelchair lifts, are functional and used correctly. Assist students as needed.
- ✓ Work closely with special education staff to stay informed about any changes or updates regarding the students' needs.
- ✓ Review and practice emergency procedures tailored to special education students' needs.
- ✓ Seek training specific to transporting special education students to enhance your skills and promote a safer environment on the bus.

By focusing on these critical areas—pre and post-safety checks, mindful driving, and special education student safety—you play a pivotal role in ensuring a safe and smooth ride for all students.

Please contact your ASCIP Risk Services Consultant or our Risk Services team at RM_Info@ascip.org for questions or to discuss further.

Helping to keep our member's employees safe! This Safety Spotlight brought to you by: