



SCHOOL BUS DAILY WALK-AROUND

Even if maintenance of your school bus is the “shop’s” job, once the bus is on the road it is your responsibility. Inspect your school bus before you start out and never drive a bus when you’ve found a problem that may affect its ability to operate safely. Take five to 10 minutes each day to complete a daily walk-around of your school bus.

Before every trip

Do a daily walk-around of your school bus every day and do it the same way each time.

1. Check under the hood

Check for:

- Fluid leaks
- Loose or worn wires, hoses and belts
- Proper fluid levels of oil, water, windshield washer, power steering
- Charged battery

2. Engine Start-up

Check:

- All gauges and warning lights
- The fuel level (never fuel the bus with passengers on board)
- Wipers and washers
- Defrosters, fans and heaters individually
- Horn
- Parking brakes and/or air brakes
- Unusual engine noises
- All lights (turn them on to check)

3. Outside the bus

Check:

- Headlights (high and low beam) and turn signals
- Clearance lights or markers and alternately flashing lights
- Hazard warning lights
- Brake lights, tail lights, licence plate light
- Tires, lug nuts, objects lodged between duals
- Exhaust and tail pipe
- For body damage
- Rear emergency door opens and properly
- Mud flaps for security
- Fuel filler cap
- Specialized equipment for transporting persons with disabilities. Make sure it's operating and is secured properly.
- All windows and mirrors for damage, cleanliness and proper adjustment
- For general cleanliness and be sure all signs and licence plate are legible
- Under the bus. Look under the suspension, shocks, fuels tanks and check for fluid leakage.



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4. Inside the bus

Check:

- Adjustment of the drivers seat
- All mirrors
- All emergency exits open and close properly and that the alarm system is working
- The interior (seats, floor, etc.) for cleanliness and damage
- Emergency equipment including the first aid kit, the fire extinguisher and approved warning devices
- The restraint straps for mobility aids
- Vehicle documents

5. Final Check

- Fasten seat belt
- Re-check all gauges
- Holding ability of parking brake
- Brakes and clutch by driving forward and stopping (check steering wheel for excessive slack and play by rocking the steering wheel back and forth).
- All mirrors

Make a written note of all problems and ensure that the necessary repairs are made. And during the day, be alert to any changes in engine performance, noise, handling, braking ability and ride.

After the trip

A school bus usually suffers a lot of wear and tear. It travels in difficult weather conditions, often over difficult roads and is usually full of lively children. It's important that as well as doing your daily walk-around you also:

- Inspect the bus for lost articles and/or sleeping children
- Clean the floors (particularly around the front steps)
- Review the condition of the emergency equipment
- Check the tires for damage and air leaks
- Report any minor damage you see when you do the walk around and fluid leaks under the bus

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If you have any suggestions on traffic safety issues that are of interest to you and your community, or for more information contact:

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