State of Louisiana

Department of Education

SCHOOL BUS PRE-TRIP INSPECTION CHECKLIST

DISTRICT: _____ BUS NO.:_____ DATE: From:_____TO:_____

BEFORE EACH AM & PM TRIP CODE: OK_____ NEEDS ATTENTION:_____ CORRECTION MADE:_____

	Inspection Date:																																														
		AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
A	**CHECK OUTSIDE THE BUS:**																																														
	1. Fuel tanks(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 Fluid, Brake Fluid, etc.)																																														
	6. Battery																																														
	7. General Outside Appearance																																														
B	**CHECK UNDER THD HOOD:**																																														
	1. Belts/Hoses/Wiring																																														
	2. Fluid Levels																																														
	3. Fuel Leaks																																														
C.	**CHECK INSIDE THE BUS:**																																														
	1. Fire Extinguisher/First Aid Kit/Emergency Reflectors/Spare Fuses																																														
	2. Seats/Floor/General Appearance																																														
	3. Emergency Exit(s)																																														
D.	**START ENGINE AND CONTINUE INSIDE CHECK:**																																														
	1. Dash Gauges/Light/Warning Buzzers																																														
	2. Horns/Steering Wheel																																														
	3. Windshield Wipers/Washer																																														
	4. Heater/Defroster/Fan																																														
	5. Dome Lights/Step-Well Lights																																														
	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																																														
E.	**CHECK OUTSIDE THE BUS WITH ENGINE RUNNING:**																																														
	1. Stoplights/Taillights/Back-up Signal																																														
	2. Headlights/Parking Lights/Side Marker Lights																																														
	3. Overhead Flahsers/Stop Arms																																														
	4. Turn Indicators/Hazard Lights/Strobe Lights																																														
	5. Windshield/Windows/Mirrors																																														

	Inspection Date:																																															
		AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
F.	**COMPLETE FINAL CHECKS:**																																															
	1. Fasten Seat Belt																																															
	2. Test Brakes (Stop and Hold)																																															
	3. Clutch Travel																																															
	4. Steering Wheel Play																																															

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

DRIVER NAME (PLEASE PRINT) _____ DRIVER SIGNATURE _____ DATE _____

RECORD OF MAJOR REPAIRS AND PERIODIC SERVICES

DATE	MILEAGE	TYPE OF REPAIR SERVICE	COST