

INTERIOR BUS Pre-trip

by Beth Brown

Updated: January 4, 2012

Enter service door and talk about:

- hand railing on left/door railing on right
- stairs
- fire extinguisher
- fuses and extra fuses
- passenger fan
- over the door check for the rules/regulations

Over the windshield; check for:

- First Aid kit (36 units, scissors, insurance card)
- Body Fluid Clean up kit
- Driver's Mirror & Visor (Visor pointed away from the driver) nothing cracked/all secure
- Registration Card
- Seat Belt Cutter (in reach of driver)
- Seat Belt (not frayed, secure) then, sit in the seat

Check switches (top-to-bottom, left-to-right); leave clearance lights and strobe on (talk about every light and their indicator light on the dash working)

Check Steering Wheel (less than 2" play in 20" play)

- ❖ Start ignition of Bus:
 - go through clutch and gear pattern
 - go through gauges (left to right)
- ❖ Put gear into REVERSE, turn engine off, then turn key back on...
 - stand up and put brake bar in:
 - check **B. A. R. S.** (brake, amber, reverse, signal-left)

Walk to the back of the bus checking bottoms of the seats; explain emergency door (labeled, buzzer sounds) and open door to check the **B.A.R.S.** lights. Shut door. (explain what you are looking for before you open the door to check the lights—due to the buzzer sounding and the tester not being able to hear you).

DOOR interlock check. Take lock out and put in the rear door. Go to the front of the bus and take brake bar out, take gear out of reverse, turn right signal on. Walk to the back of the bus and replace interlock into side box and look outside at the right signal.

Close Door and begin checking BACKS of the seats, moving toward the front:

- hatches (ventilation, labeled, buzzes, strobe (rear))
- windows (90 degree opens, buzzes, labeled top & bottom)
- floor heaters not leaking
- student code of conduct posters

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Stand at driver's seat:

- turn off right signal and turn four-way hazard lights on
- open service door to activate loading lights
- see stairwell light; not cracked or broken

Walk around bus for the 3rd time.

Discuss:

- **in the front:** Clearance lights, headlights, 4 ways, loading lights are all working; check crossing arm that it is not leaking air.
- **on the driver's side:** Clearance lights, cowl light is working; Stop Sign baffle is not leaking air and is lit properly on the front and back of the stop sign.
- **Rear of the bus:** loading lights, clearance lights, tail lights, 4-ways, license plate light is working
- **Passenger side of bus:** clearance lights, cowl light

Sit in bus seat, turn everything off:

- clearance, strobe
- key, headlights, master switch
- MAKE SURE DOOR IS CLOSED!

De-activate child MINDER

Perform Air Brake TEST

Before driving 5 mph part of the test, please make sure you put on seatbelt, headlights, and clearance lights.