

Bus Pre-trip Inspection



Bus Pre-trip Inspection

Check for Leaning or Overhanging

- Not leaning to one side or the other, no overhanging lines or limbs.



Leaks

- Look for puddles or dripping fluids on the ground under the engine or the underside of the engine and transmission.



Two-Way Radio Antenna

- Check that it is secured and not damaged.



Lights and Reflectors

- Check that all the lights and reflectors are working properly. This should include all school bus lights including turn signals, clearance lights, 4-way lights, and headlights; low beam and high beam.
- Check that student warning and stop lights are clean, not broken, and are of proper color.
- Check that reflectors/tape are clean, none are missing or broken and they are of proper color.



Windshield



- Check windshield to make sure it is clear and has no obstructions or damage to the glass. **NO ILLEGAL STICKERS!**
- Check the seal around the windshield to make sure it is present, not cracked or damaged.

Windshield Wiper

- Check that wiper arms and blades are secure, not damaged (frayed, cut, or dry rotted)





Mirrors

- Check that all external mirrors and mirror brackets are not damaged and are mounted securely with no missing nuts or bolts.
- Check that they are not cracked or broken and they are clean.

Stop Arms



- Check the stop arm to see that it is mounted securely to the vehicle and it is not damaged.

Engine Compartment Driver's Side



Leaks/ Hoses



- Check that hoses are secure and no clamps are missing.
- Check that hoses are not worn, frayed, or cut, and are pliable.
- Check that hoses are not leaking.

Check Coolant Level

Check sight glass for adequate fluid level. If there is no sight glass, you should be able to describe what you should look for after removing the radiator cap to determine the proper fluid level.



NEVER... remove the radiator cap when HOT!

- Check oil level while the engine is off.
- When being tested you must Indicate where the dipstick is located

Make
Sure
To
Check
The
Oil
Level



Transmission Fluid



- Driver should mention that you check the transmission level while the engine is running. The engine should be hot and at the transmission fluid is at the proper level.



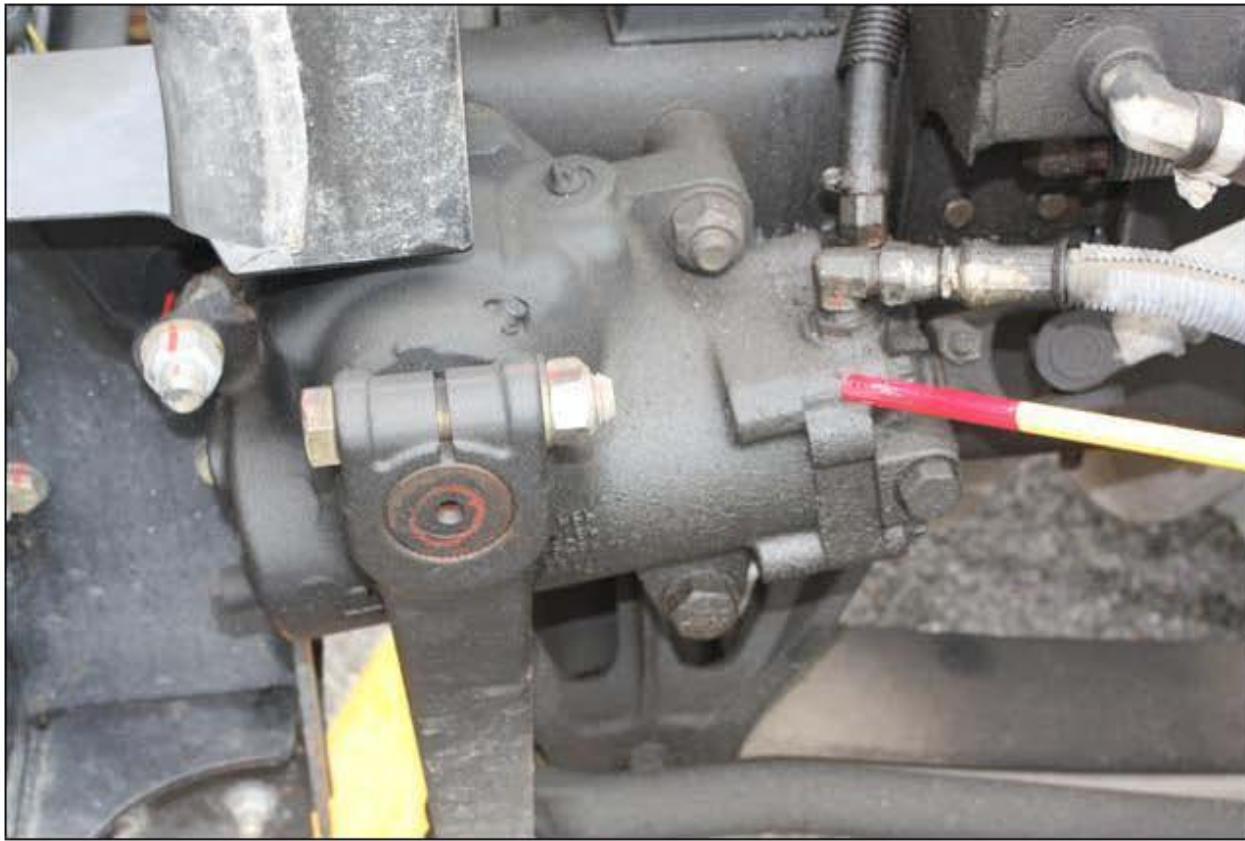
Power Steering Fluid

- Identify that the power steering unit is gear driven.
- With the engine stopped the driver will check the dipstick to see where the fluid level is relative to the refill mark and or check the sight glass if the bus is equipped with one. The level must be above the refill mark.

Check Steering Column

- Mounted securely, not damaged, and check U-Joints.





Steering Box and Hoses

- Check that the steering box is securely mounted and not leaking.
- Look for any missing nuts and bolts.
- Check for power steering fluid leaks.
- Make sure power steering hoses are secure, no missing clamps.
- Power steering hoses are not damaged, cut, frayed or leaking.

Steering Linkage

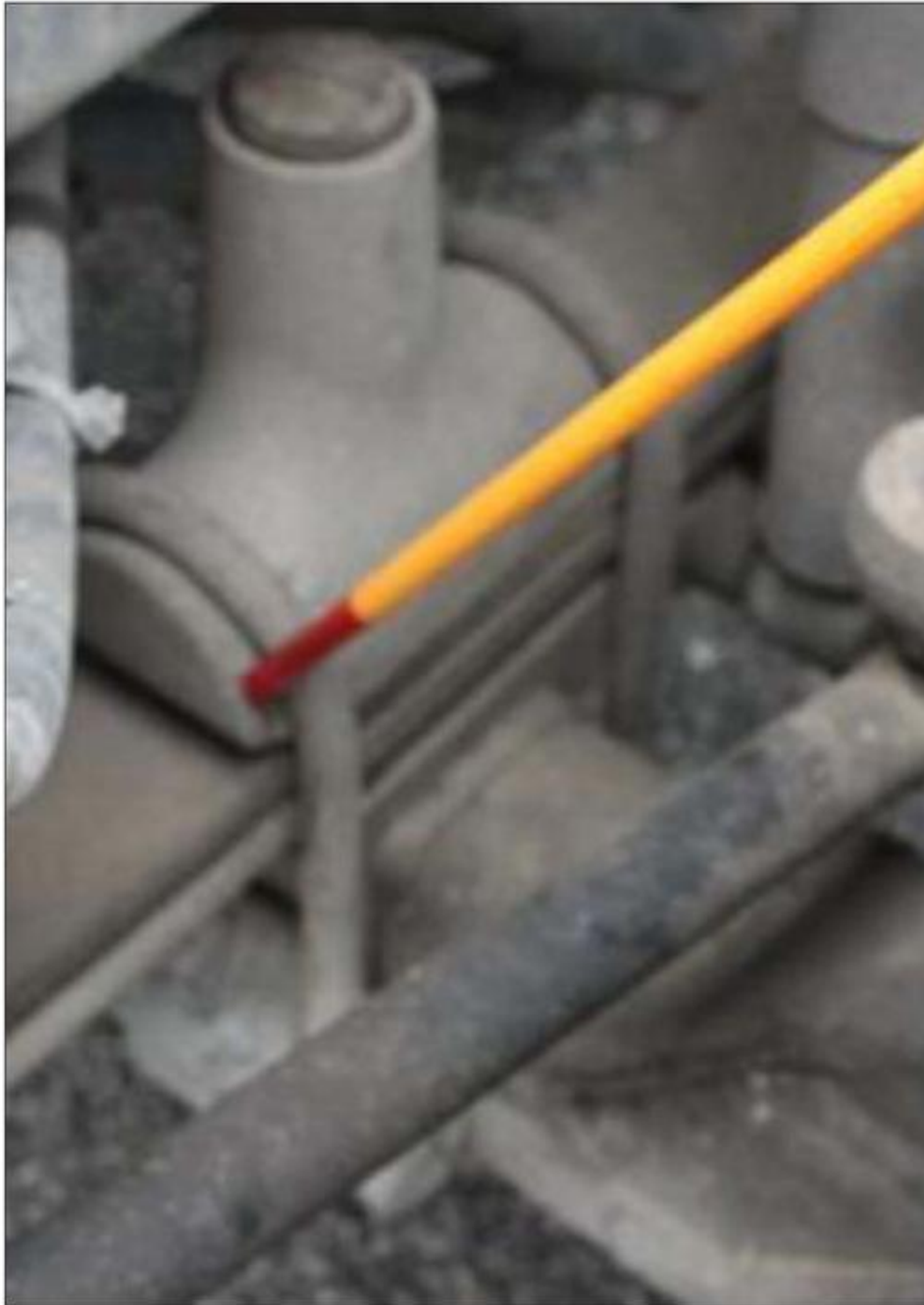


- Check that connecting links, arms, knuckles, and rods from the steering box to the wheel are not worn or cracked.
- Check that joints and sockets are not worn or loose.
- Check for loose or missing nuts, bolts, or cotter pins.

Leaf Spring

Look for missing, shifted, cracked, or broken leaf springs.





U-Bolts

Check for broken, missing, or loose bolts.



Spring Mounts

- Check that spring mounts are in place (identify both mounts). They should not be cracked or damaged.
- Check for missing or broken bolts
- Check for missing or damaged bushings.

Shock Absorbers

Check that
shock
absorbers are
secure and
not leaking.





Brake Hose Lines

- Check that hoses or lines can supply hydraulic fluid to brakes.
- Check for cracked, worn, or frayed hoses, and that all couplings and fittings are secure and not leaking.



Brake Drums and Linings

- Check brake drums or rotors for cracks, dents, or holes.
- Check for loose or missing bolts.
- Check that brake linings or disk pads are not worn dangerously thin.
- Check brake drum and linings for contaminants such as grease, oil, etc

Engine Compartment Passenger Side



Alternator



- Identify that the alternator is belt driven.
- With the engine off, you need to point to or touch the alternator.
- Check that the alternator is mounted securely.
- Check that all wires are securely fastened, not frayed or damaged.

Belts



- With the engine off, point to, touch, or press the belt to see that it is snug. You must push the belt with your hand. If it deflects more than $\frac{1}{2}$ to $\frac{3}{4}$ of an inch, you will observe that slippage is probably excessive.
- Check that belt is not frayed, has no visible cracks, loose fibers, or signs of wear.

Water Pump



Correctly identify the water pump. Check that the water pump is mounted securely. Check that the water pump isn't leaking. Identify that water pump is belt driven.

Exhaust

- Check the beginning of the exhaust which starts behind the turbo for any damage or signs of leaking



Windshield Wiper Washer Reservoir

- Check for windshield washer fluid.
- Check that it is securely mounted and no leaks.



Tires (ICD) (Front)

- Check for proper inflation by using a tire gauge.
- Check that tread is evenly worn and has not cuts or other damage to tread or sidewalls. Also makes sure that valve caps and stem are not missing, broken, or damaged.
- Check for minimum tread depth 4/32



Rims



- Check for damaged or bent rims, no illegal welds.
- Check for rust trails that may indicate rim is loose on wheel.

Lug Nuts



- Check that all lug nuts are present.
- Check that lugs are not loose (rust trails around nuts)
- Check that there are no cracks radiating from lug bolt holes or distortion of the bolt holes.

Hub Oil Seal



- Check that hub oil seal is not leaking and has adequate fluid.

Valve Stem

- Present, not leaking and has a cap.



Splash Guard

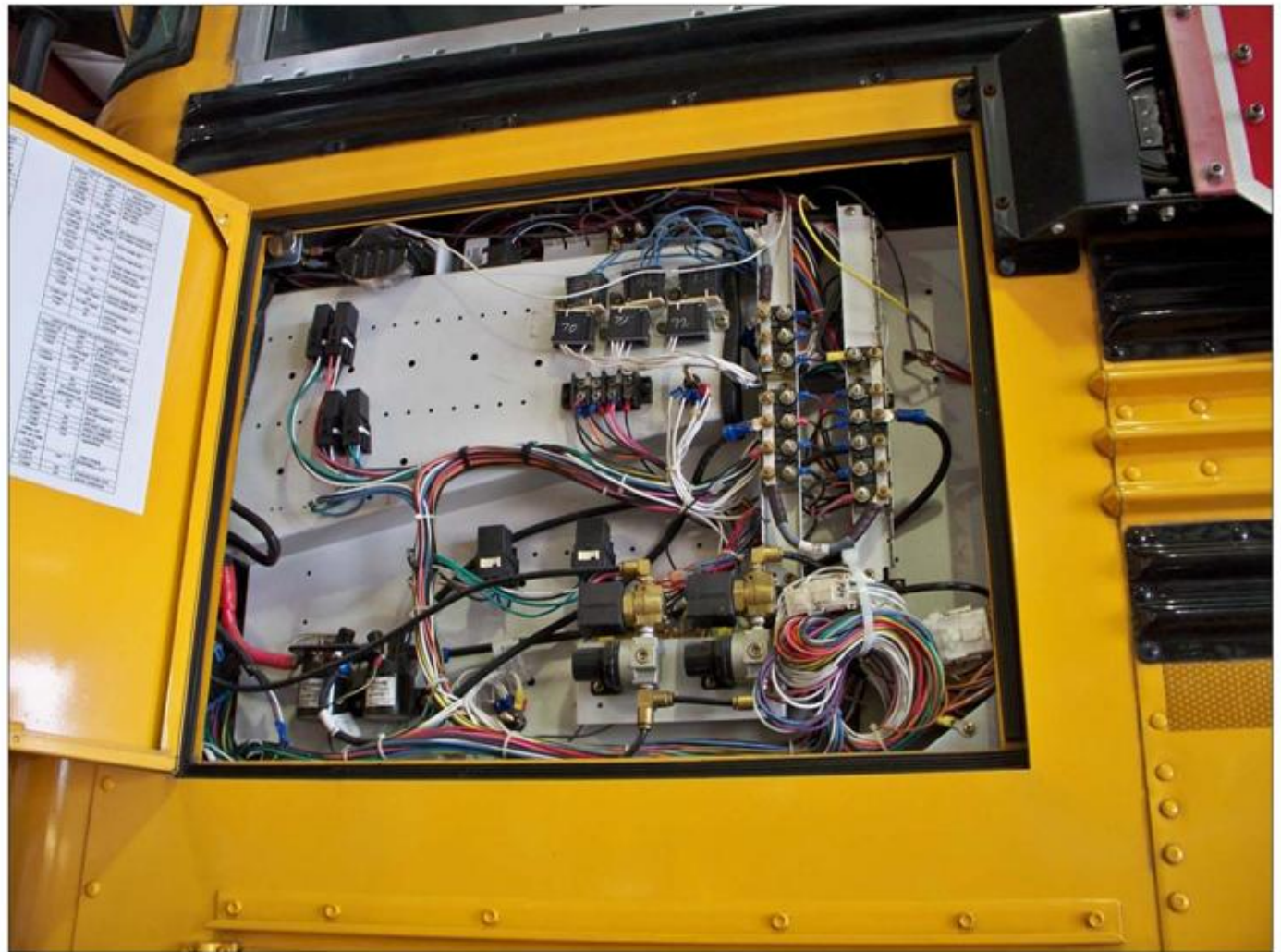
Check that they are not missing or damaged and mounted securely.



“Close The Hood”



Fuse Box



Mention that this is where spare fuses are kept and that door is secure

Battery Box



- Check that batteries are secure. Wires are secure and not frayed.
- Check for excessive corrosion.
- Check that box is secure and that door opens and closes properly.

Lights and Reflectors



- Check that clearance lights are clean, not broken, and are the proper color. (red on rear, amber elsewhere)
- Check that reflectors are clean, none are missing or broken, and they are the proper color.

Reflector Tape



- Check that reflector tape is clean, none of the tape is missing or cracked, and they are the proper color.

Stop Signs



- Check that **BOTH** stop signs are mounted securely.
- Check both stop signs for loose fittings and damaged wires.
- Check that light lenses are proper color, clean, not cracked or broken.

Side Windows



- Check Side Windows to make sure they are clear and have no obstructions or damage to glass.
- **NO ILLEGAL STICKERS**

Under The Bus





Frame

- Check for cracks or bends in longitudinal frame member.
- Check for loose, cracked, bent, broken, or missing cross members.
- Check for signs of breaks or holes in floor.

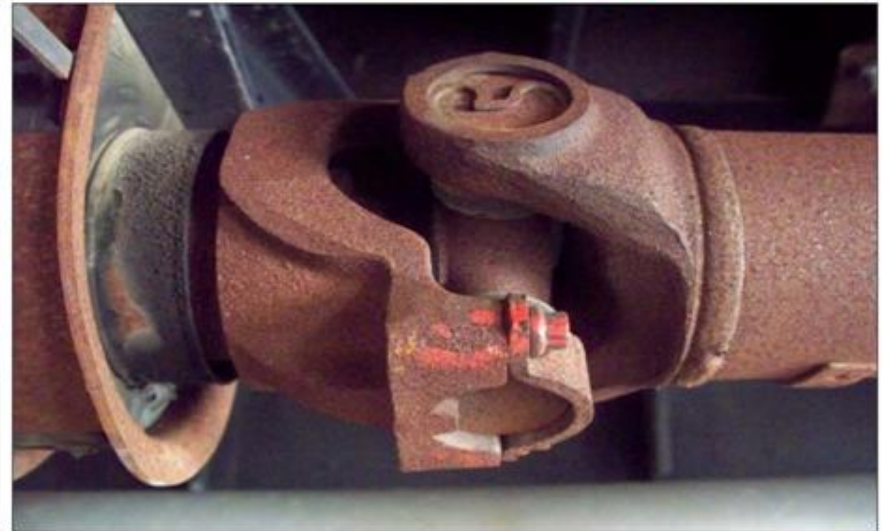
Exhaust System



- Checks exhaust system is connected tightly, mounted securely, and there are no loose clamps.
- Checks exhaust system for damage and signs of leaking (rust or carbon soot). Exhaust system should have no cracks, holes, or severe dents.

Drive Shaft

- Checks that drive shaft is not bent, twisted, or cracked.
- Checks that u-joints appear to be secure and free of foreign objects.



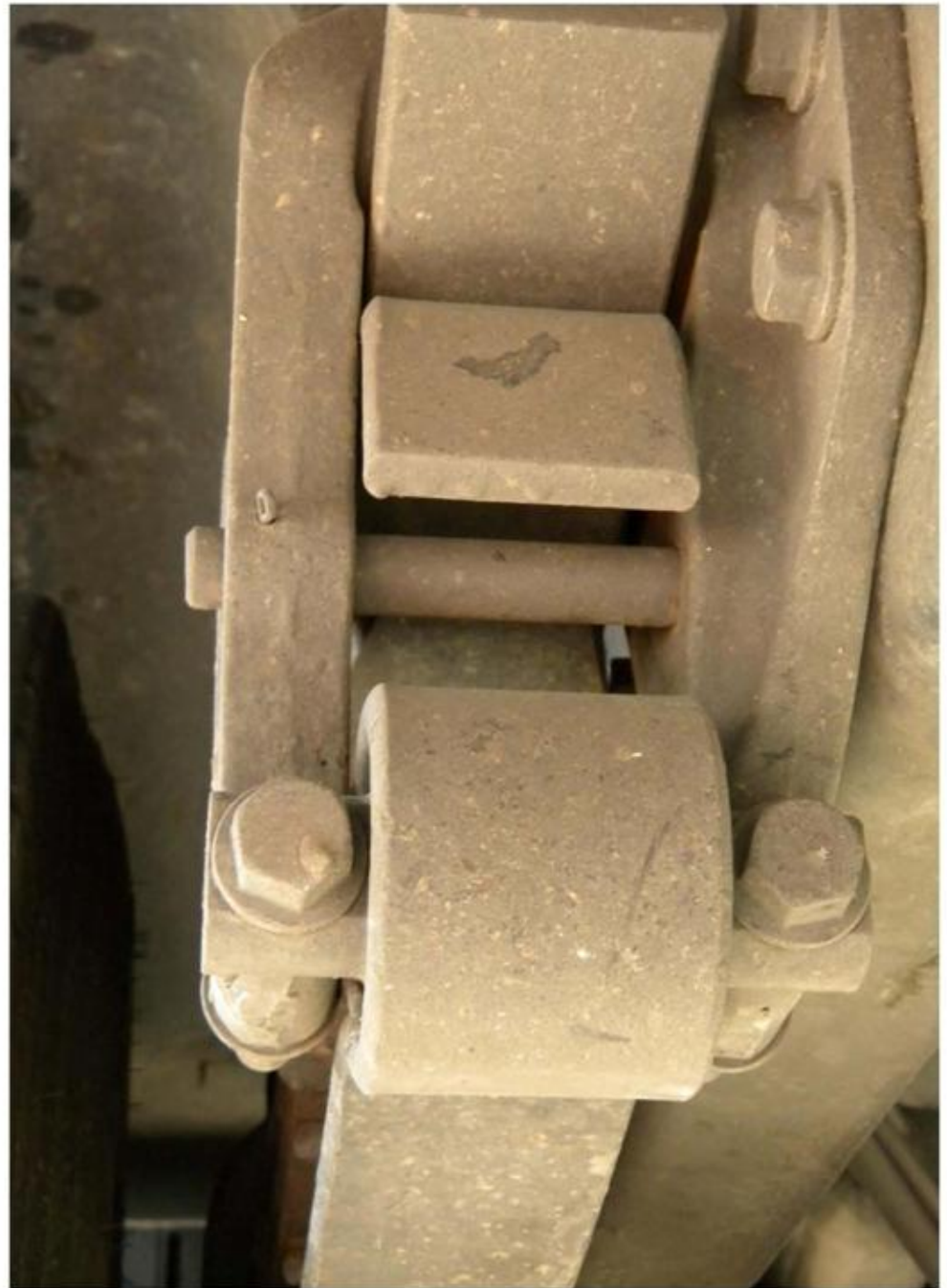


Axle Seal

- Check that there are no cracks or distortions in axle seal on the rear axle and that there are no signs of leaks.

Torque Spring

- Check that it is not missing, cracked, or damaged.
- Check that bushing is present and not damaged.
- Check that it is mounted securely.



Leaf Spring

Look for missing, shifted, cracked, or broken leaf springs.



U-Bolt

- Check for broken, missing, or loose bolts.

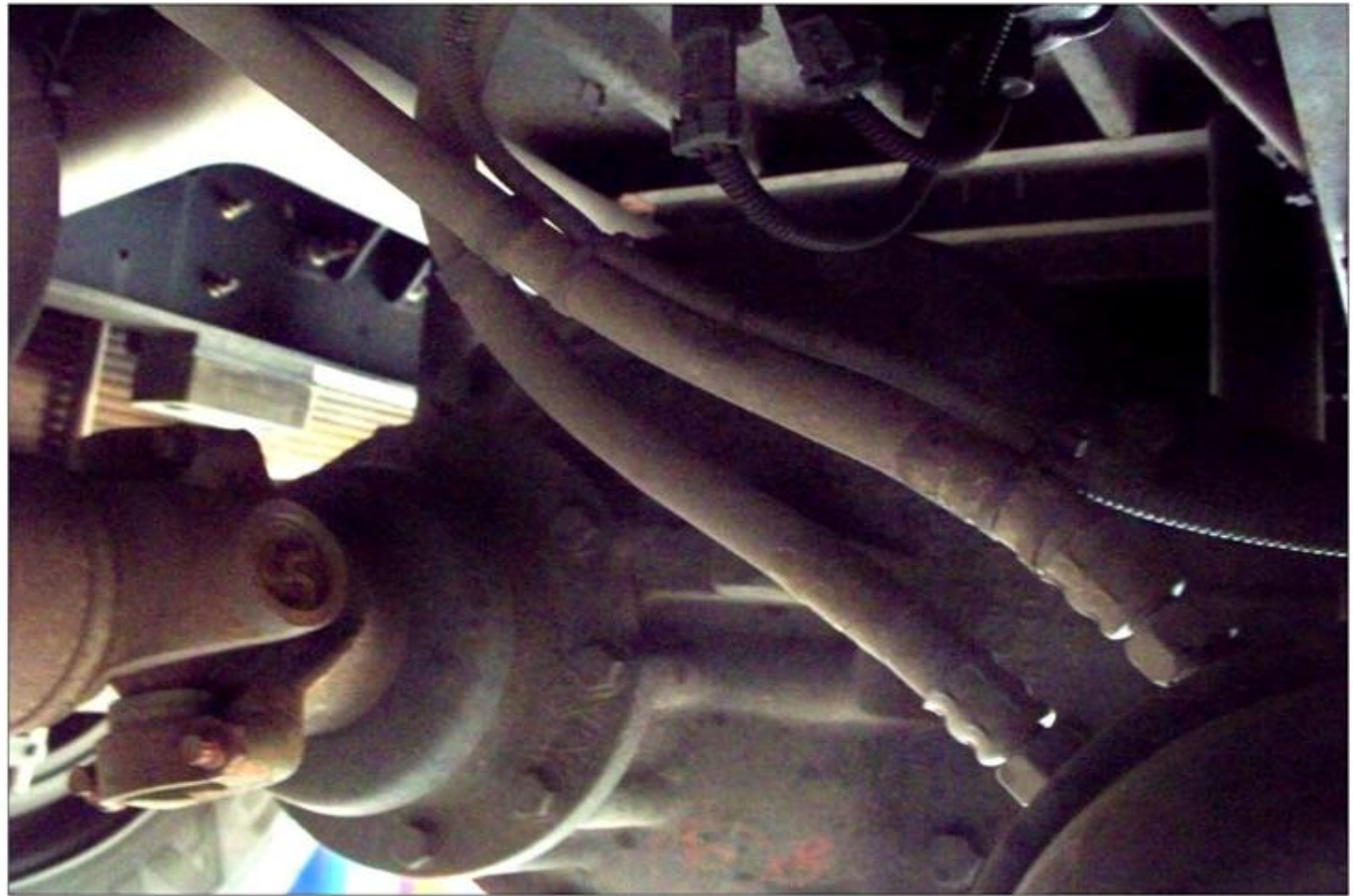


Spring Mounts



- Check that spring mounts are in place (identify both mounts). They are not cracked or damaged.
- Check for missing or broken bolts.
- Check for missing or damaged bushings.

Brake Hose and Lines



- Check that hoses or lines can supply hydraulic fluid to brakes.
- Check for cracked, worn, or frayed hoses, and that all couplings and fittings are secure and not leaking.

Brake Drums



- Check brake drums or rotors for cracks, dents, or holes and Linings
- Check that brake linings or disk pads are not worn dangerously thin.
- Check brake drum and linings for contaminants such as grease, oil, etc.

Tires (ICD) (Rear)



- (ICD stands for) Inflation, Condition, Depth
- Check for proper inflation by using a tire gauge.
- Check that tread is evenly worn and has not cuts or other damage to tread or sidewalls. Also makes sure that valve caps and stem are not missing, broken, or damaged.
- Check for minimum tread depth 2/32



Budd Wheel

Check for even spacing, damage, and foreign objects in between.

Rims



- Check for damaged or bent rims, no illegal welds.
- Check for rust trails that may indicate rim is loose on wheel.

Lug Nuts



- Check that all lug nuts are present.
- Check that lugs are not loose (rust trails around nuts)
- Check that there are no cracks radiating from lug bolt holes or distortion of the bolt holes.

Hub Oil Seal



- Check that hub oil seal is not leaking and has adequate fluid.

Valve Stem



- Present, not leaking and has a cap on both wheels.
- Check both per side.

Rear Side of The Bus



Splash Guard

Check that they are not missing or damaged and mounted securely.



Shock Absorbers

Check that
shock
absorbers are
secure and
not leaking.



General Appearance

- Check that student warning and stop lights are clean, not broken, and are of proper color.
- Check that strobe light is secure and not broken.
- Check that reflectors/tape are clean, none are missing or broken and they are of proper color. (red on rear, amber elsewhere)

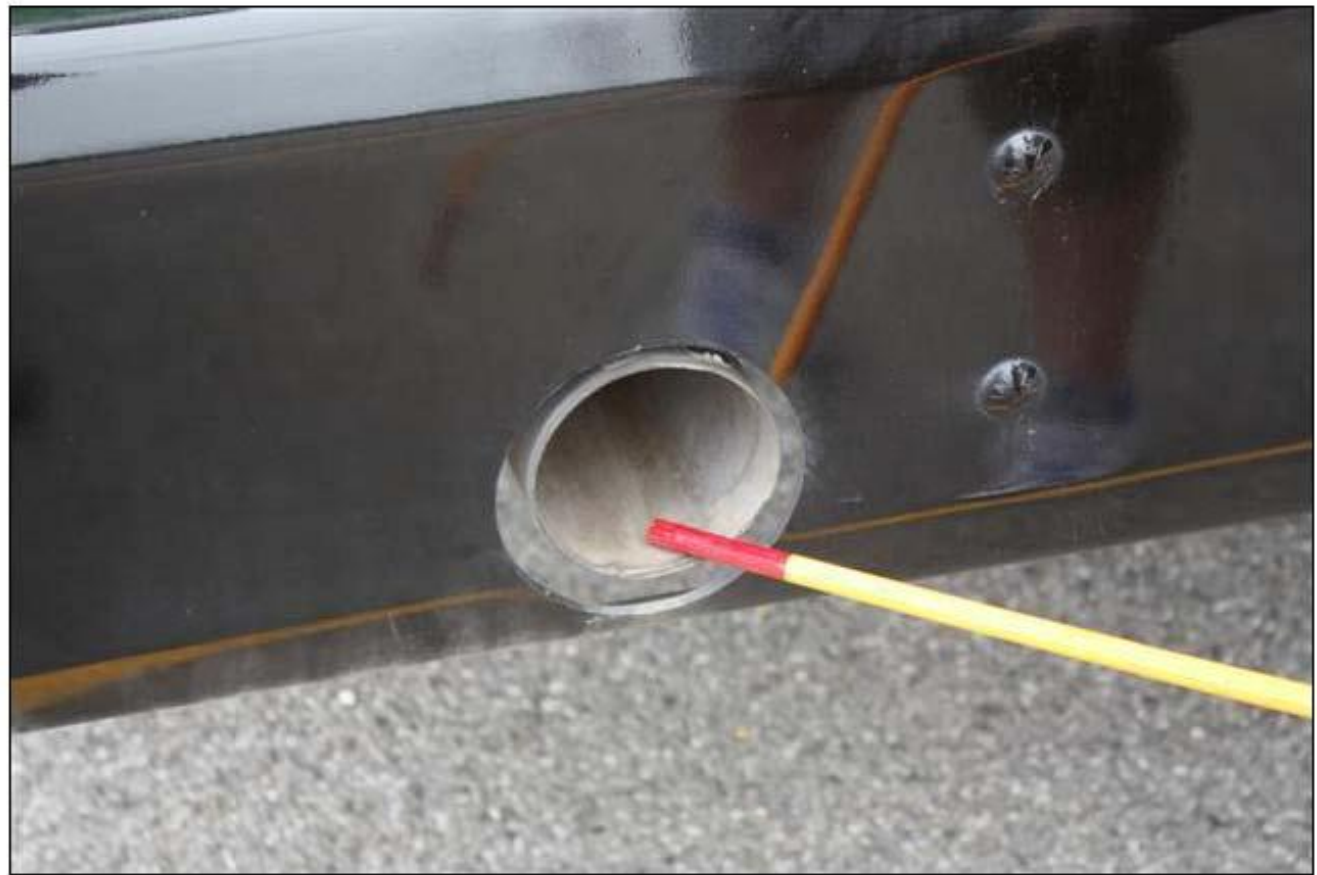


Door Closes

- Check that door is not damaged and opens and closes properly.
- Check door window for damage and that glass is clean.
- Hinges should be secure with seals intact.



Exhaust Tailpipe



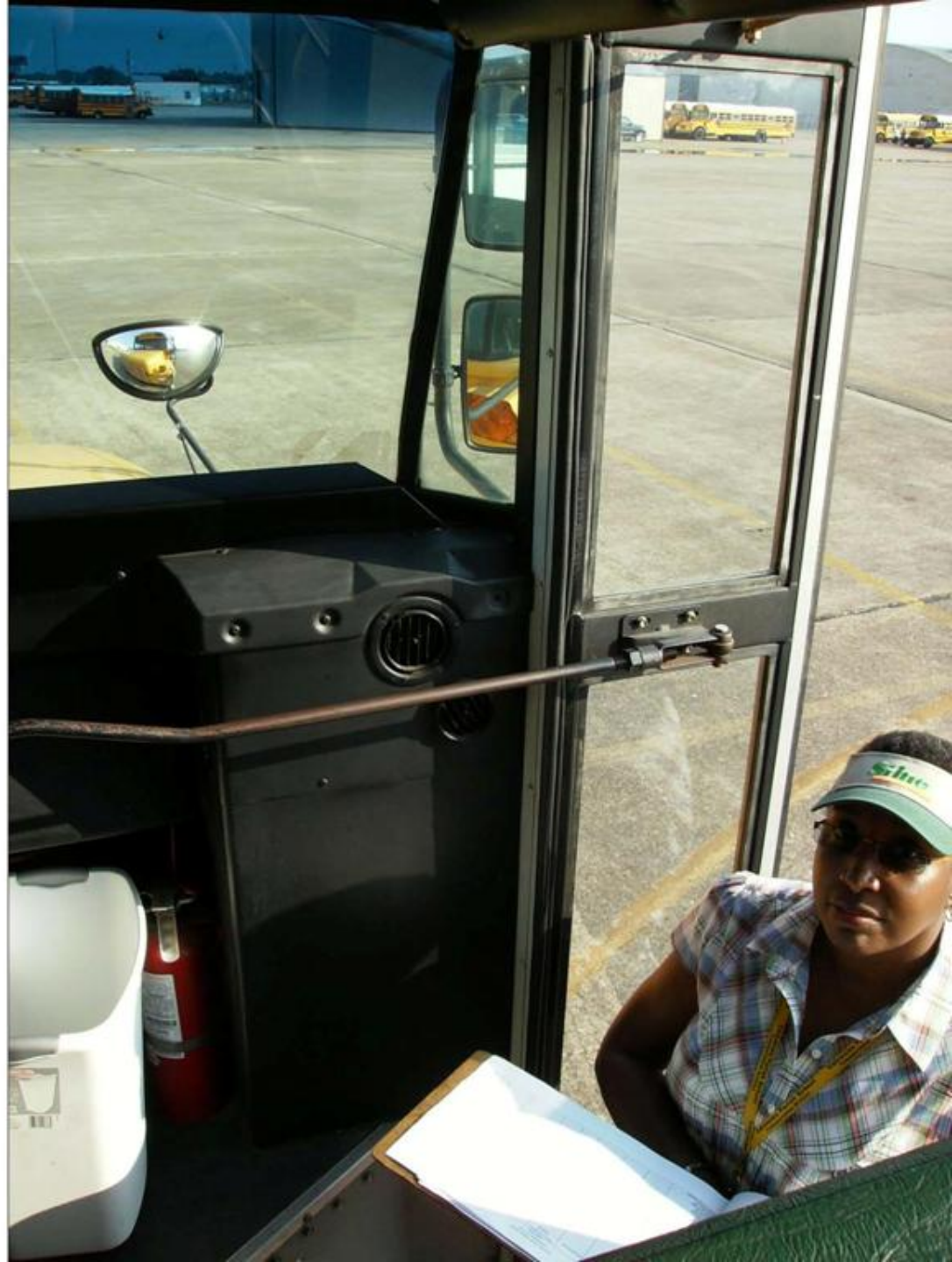
- Check that it secure, no obstructions inside, should stick out past bumper.

Fuel Tank/Cap



- Check that tank is secure, not damaged, or leaking.
- Check that fuel cap is tight and not leaking.

Front Entrance Door Side of the Bus





Service Door

- Check that door is not damaged and that it opens and closes properly.
- Check door window for damage and that glass is clean.
- Hinges should be secure with seals intact.

Passenger Entry



- Check that the hand rail is secure.



- Check that entry steps are clear with the treads not loose or worn excessively.

Stairwell Light

Make sure to check to see if your stairwell light lens is not broken and the light is functioning.

Buses vary in the way you activate the stairwell light.



Emergency Equipment



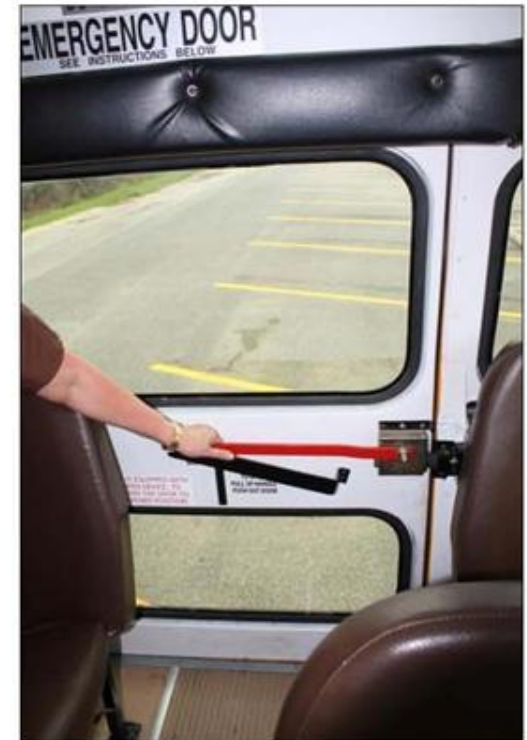
- Check for three red reflective triangles.
- Check for a properly charged and properly rated fire extinguisher. Make sure it is secured properly.
- Check for emergency kit/body fluid kit



Emergency Exits

KEY MUST BE ON SO BUZZER
WORKS NO BUZZER NO CREDIT!

- Check any one emergency exit warning device.
- Points out and describes how all other emergency exits operate.
- Demonstrates that at least one emergency exit operates smoothly, closes securely, and is not damaged.
- Must confirm that the exit works properly. Release handle can be operated properly from inside and outside the vehicle.



Seating

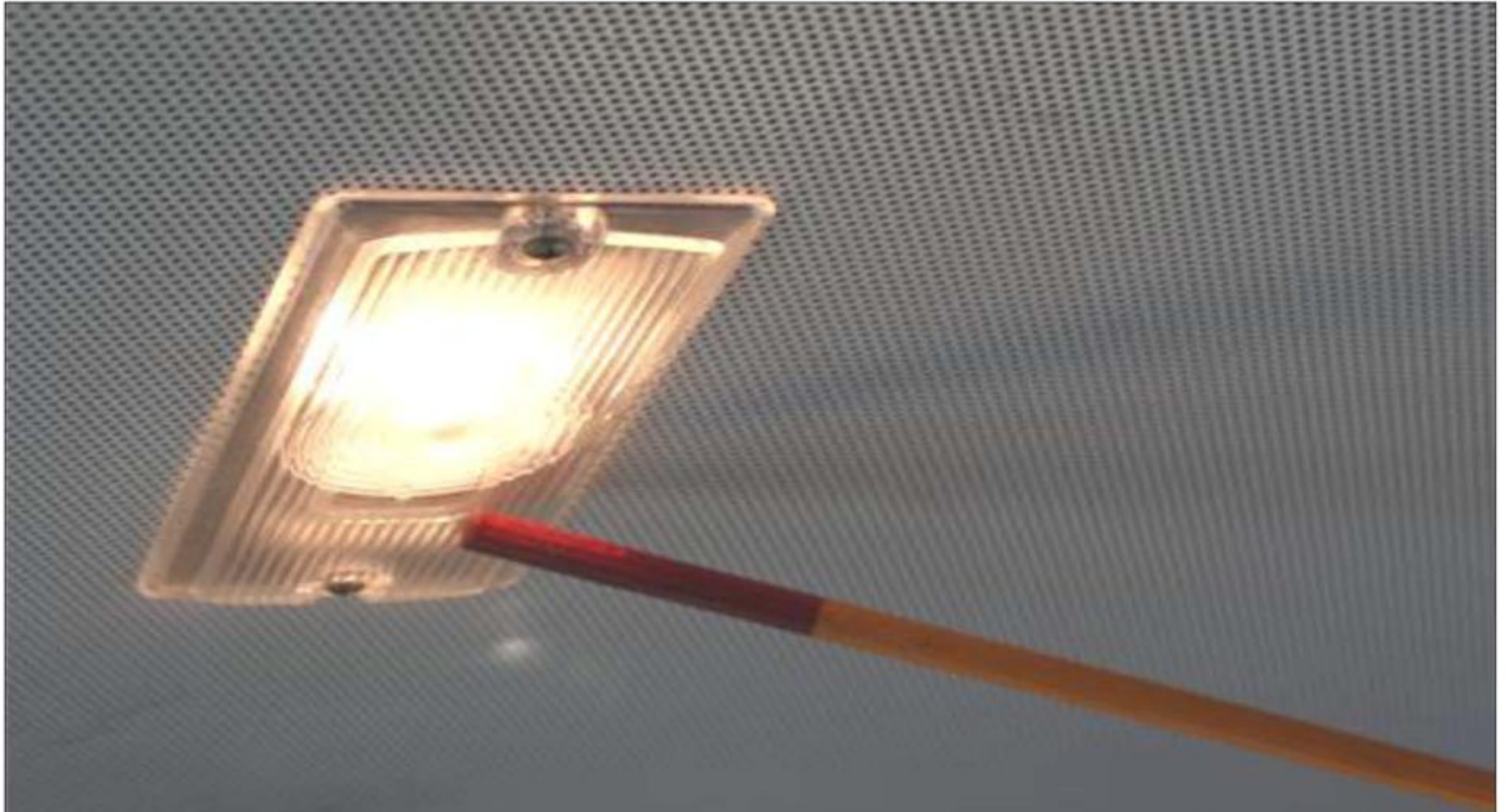


- Check that there are no broken seat frames and that the seats are firmly attached to floor.
- Confirms that cushions are securely attached to the seat frames.
- Check for sleeping students, items left by students and contraband.



Check that electric horn works

Interior/Dome Lights



Check that all inside lights work properly.



Safety Belt

Check for properly secured, mounted and adjusted safety belt. Safety belt should not be ripped or frayed.





Mirrors

- Check internal student mirror and external crossover mirrors for proper adjustment.
- Check that all mirrors clean and adjusted properly from the inside.
- Check to make sure the mirrors are not damaged and is mounted securely with no loose fittings.

Safe Start

- Check that gear shifter is in neutral and the parking brake is applied



Anti-Lock Brake System

When starting the engine, the driver checks the dashboard to ensure the ABS lighting indicator illuminates and then promptly turns off. If the ABS lighting indicator remains illuminated the ABS is not functioning properly and needs to be serviced.



Light Operations Check

- **FOR TESTING ...** Ask examiner to step outside to check the lights.
- Check that headlights (low and high), turn signals, 4-way flashers and clearance lights illuminate when corresponding lights are turned on.



Front Crossing Arm

Check that the stop arm is extended fully when operated.



Stop Signs School Bus Lights (Front & Rear)



- Check that signs and arm extend fully when operated.
- Check that stop sign lights are operational

Side Lights Operations Check



Check Clearance
Lights and the
Strobe light on
top of the bus.

Check that all clearance lights along the top side of the bus and the strobe light are operational and not broken.

Rear Lights Operations Check

- Check that headlights (low and high), turn signals, 4-way flashers and clearance lights illuminate when corresponding lights are turned on.
- Check that clearance, running (tail), turn signals, and 4-way flashers illuminate when corresponding lights are turned on.
- Check that brake lights come “on” when brake pedal is applied and turn “off” when brake pedal is released.



Parking Brake



To set this parking brake move the brake lever down until it clicks into place. To turn off the parking brake push the button that releases the lever and move the lever to its proper position. It is different depending on your bus

Hydraulic Brake Check



Also known as the Service Brake

- With the key off, pump the brake pedal three times, and then holds it down for five seconds. The brake pedal should not move (depress) during the five seconds.
- If equipped with a hydraulic brake reserve (backup) system, with the key off, depresses the brake pedal and listens for the sound of the reserve system electric motor.

Service Brake



Driver pulls forward at 5 mph, applies service brake to check that brakes are working properly and to see if the vehicle pulls to one side or the other.



Heater Defroster Fan

Check that heater, defroster, and fan works properly when switches are on. Reach to feel the fans are operational.



Oil Pressure Gauge

With the key on and the engine running, check that oil pressure is building to normal. The gauge shows increasing or “normal” oil pressure or the warning light goes off.



Temperature Gauge

With key on and the engine running, ensure the temperature gauge is operating. The temperature should begin to climb to the “normal” operating range or temperature/warning light goes off.

Volt Meter Gauge



- With key on and the engine running, ensure the Volt Meter gauge is operational and charging normally. If not in proper operating range it needs to be checked.

Lighting Indicators



Check that dash indicators for left and right turn signal, 4-way flashers, and high beam illuminates when corresponding lights are turned on.



Wipers/Washers

Check that wipers and washers operate correctly.



Turn the
Bus Off