

**SPECIAL NEEDS SCHOOL BUS EXTRACURRICULAR PRE-TRIP INSPECTION RECORD**

(Make Copies as Needed)

Date	Trip Number/ Trip Destination	Driver's Name	Trip Number →	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
			Gallons of Fuel Added															
			Quarts of Oil Added															
			<b>Items to be Checked</b>	D	R	D	R	D	R	D	R	D	R	D	R	D	R	D
			Engine Oil/Coolant															
			Belts, Wires, & Hoses															
			Windshield & Windows															
			Tires & Lug															
			Exhaust System															
			Brakes & Brake Leaks															
			Park or Emer. Brake															
			Emer. Exits & Buzzer															
			Headlights/Hazard															
			Pupil Loading Lights															
			Stop/Crossing Arms															
			Steering Wheel & Horn															
			Mirrors & Adjustment															
			Emer. Equipment															
			Seats & Interior															
			Driver's Seat & Belt															
			Service Door/Entrance															
			Wipers/Washers															
			Defroster/Heaters															
			Gauges/Controls															
			Fuel Tank/Leak															
			Springs/Shocks															
			Lift Operating Properly															
			Securement Station Equipped															
			Straps/Belts in Good Condition															
			Anchorages Working Properly															
			SN Storage Clean and Dry															
			Web Belt Cutter Accessible															
			Operations Manual Accessible															
			Evacuation Drill															
			Round Trip Miles															
			Driver Initials															

By initialing, I certify that I have performed a proper pre-trip inspection of this bus and have observed all official regulations.

**Bus Number**

**School District**

D = Departure R = Return

# Distracted Driving Tips for Alabama School Bus Drivers

School bus drivers must learn to protect themselves and their passengers and to take fewer risks.

Every second a school bus driver is distracted has the potential for disaster since road conditions can change in a split second.

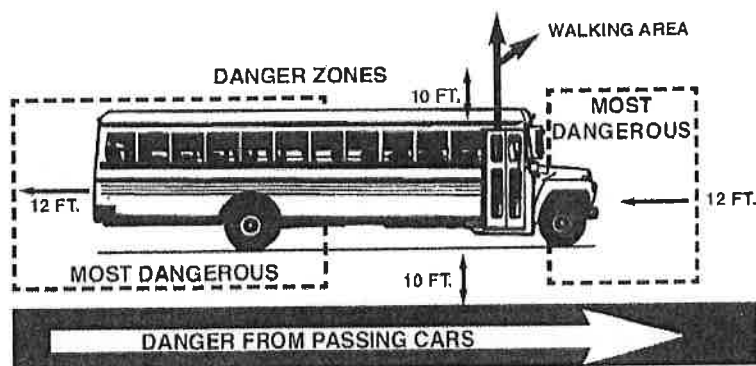
## Avoid These Distracting Activities While Driving:

- Operating electronic devices
- Personal grooming/hair/makeup
- Adjusting climate controls.
- Eating or drinking
- Talking with passengers
- Reading and writing

**Do Not Use Cell Phones, Two-Way Radios, or Any Other Electronic Device While Driving Your Bus.**

ALABAMA STATE DEPARTMENT OF EDUCATION  
PUPIL TRANSPORTATION SECTION

## DANGER ZONES



**DON'T TAKE CHANCES!  
FOLLOW PROPER SAFETY PROCEDURES!**