



ANNUAL PRE-TRIP EVALUATION TYPE III SCHOOL BUS DRIVER

District / Carrier Wabasha-Kellogg #811

Evaluator Officer Robert Venz

Driver _____

Date _____

| | CHECKED YES | NO | | CHECKED YES | NO |
|--|-------------------------------------|--------------------------|--|-------------------------------------|-------------------------------------|
| MECHANICAL CHECK: | | | | | |
| Coolant level | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Oil level | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Power steering fluid | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Transmission fluid | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Windshield washer fluid | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Alternator | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Water pump | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Power steering pump | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Check belts and hoses | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Check for leaks | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Wheel: tire, lugs, rims | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Brakes: drum, rotators, lining, fluid (level / leaks), parking | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Springs, shock absorbers | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Fuel gauge (level) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| EXTERNAL INSPECTION: | | | | | |
| Lights: signal, stop, headlights, license plate light | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Doors and mirrors | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Window glass | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Fuel tanks | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Exhaust | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| INTERNAL INSPECTION: (Engine running, parking brake on) | | | | | |
| Oil pressure builds | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Ammeter/voltmeter | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Lighting indicators | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Steering play | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Horn | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Clutch/gearshift | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Heater/defroster | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Mirrors | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Windshield | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Wipers / Washer | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Safety/emergency equipment fire extinguisher | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| first aid, body fluid cleanup kit | | | | | |
| seat belt cutter | | | | | |
| Seats secure | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Seat belts | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| Child restraints / car seats | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| WHEELCHAIR Anchor points, belts, straps, lift inspection, interlock safety system functional | <input type="checkbox"/> | <input type="checkbox"/> | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

Comments / Additional or remedial training performed:

This is the only form approved by the Minnesota State Patrol



School Bus Driver Evaluation Type III School Bus



District / Carrier: Wabasha-Kellogg #811 Evaluator: Officer Rob Venz

Driver: _____ Date: _____

| Defensive Driving | Evaluated |
|------------------------------|-----------|
| Accelerates smoothly | S |
| See hazards early 15 sec. | S |
| Following distance 6 sec. | S |
| Check mirrors every 5-8 sec. | S |
| Move eyes every 2 sec. | S |
| Space cushion | S |
| Car length at stops | S |
| Eye contact | S |
| Brakes early and smoothly | S |
| Pedestrian awareness | S |
| Communicates intentions | S |
| Tire to ground contact | S |
| Parked vehicles | S |
| Packs / clusters | S |
| Pacing lights | S |

| Left Turns | Evaluated |
|-----------------------------------|-----------|
| Signals in advance | S |
| Properly checks mirrors | S |
| Positions vehicle in correct lane | S |
| Uses reference points | S |
| Checks tail swing | S |
| Complete turn in lane | S |
| Yields appropriately to traffic | S |
| Uses Push / Pull Steering | S |

| Loading / Unloading | Evaluated |
|-------------------------------|-----------|
| Mirror usage on approach | S |
| Turn signal use | S |
| Distance from students | S |
| Not in the intersection | S |
| Places transmission in park | S |
| Student mgmt—Load/Unload | S |
| Students seated before moving | S |
| Counts the kids away | S |
| Mirror scans | S |
| Proceeds with caution | S |
| Warns students of hazards | S |
| Explains loading / unloading | S |
| Points out hazards | S |
| Student mgmt on route | S |
| Student seatbelt usage | S |
| Car seat usage procedures | S |
| Evacuation procedures | S |

| Merging / Lane Changing | Evaluated |
|----------------------------|-----------|
| Signals intent | S |
| Checks mirrors | S |
| Gradual Merge / Change | S |
| Speed of approach vehicles | S |
| Stays in acceleration lane | S |
| Correct merge speed | S |

| Backing | Evaluated |
|---------------------------------|-----------|
| Mirror use | S |
| Uses 4 way flashers | S |
| Opens window | S |
| Straight line backing | S |
| Parallel parking | S |
| Utilizes assistance when needed | S |

| Intersections | Evaluated |
|---------------------------|-----------|
| Fresh / Stale green light | S |
| Covers brakes | S |
| Scans before entry | S |
| Checks mirrors / braking | S |
| Left / Right / Left scan | S |
| Delayed acceleration | S |
| Yields right of way | S |
| Does not change lanes | S |

| Parking (uphill / downhill) | Evaluated |
|------------------------------------|-----------|
| Within curb line | S |
| Wheels turned correct direction | S |
| Parking brake set | S |
| Identifies tail swing when leaving | S |

| Right Turns | Evaluated |
|-----------------------------------|-----------|
| Signals in advance | S |
| Properly checks mirrors | S |
| Positions vehicle in correct lane | S |
| Uses reference points | S |
| Checks tail swing | S |
| Complete turn in lane | S |
| Yields appropriately to traffic | S |
| Uses Push / Pull steering | S |

| Bridge / Underpass | Evaluated |
|-------------------------------------|-----------|
| Knows weight restriction (if appl.) | |
| Knows bus height clearance | |

| Special Needs | Evaluated |
|---------------------------|-----------|
| Lift usage | |
| Secures / stows equipment | |
| Secures passengers | |
| Identifies equipment | |

Note to the evaluator: The driver being evaluated **MUST** successfully complete the task(s) being evaluated. If the driver is unable to successfully complete the task(s), you **MUST** take immediate corrective action with the driver to ensure the task(s) is performed correctly.

