



student
transportation services

service de transport scolaire

Brant Haldimand Norfolk

SCHOOL BUS ROUTE EVALUATION FORM

TF032

Bus Operator _____ Route #: _____ AM PM Date of Evaluation _____

Bus Capacity _____ Number Transported _____ Road/Weather Conditions _____

Driver's Name _____ Regular Spare Other

DRIVER SECTION

DRIVER COMPLIANCE

Yes No

COMMENTS

	Yes	No	COMMENTS
Driver has current license in possession. . ("E" 24 passenger and under, "B" all sizes)			
Driver has proof of insurance, vehicle registration and safety inspection stickers on vehicle			
Driver has performed pre-trip inspection and signed log book (vehicle is defect free)			
Driver has a current copy of all student's emergency medical forms (if applicable)			
Driver wears seat belt (if witnessed when driving).			
Driver has correct route sign posted in appropriate location(s)			
Driver follows route as listed and approved by STSBHN (copy of current route on bus).			
Driver's appearance meets the expectations of STSBHN			
Driver maintains an appropriate level of cleanliness in the bus			

BASIC DRIVING SKILLS

Yes No Sometimes

COMMENTS

	Yes	No	Sometimes	COMMENTS
Driver uses both hands when driving (if witnessed when driving).				
Driver makes complete stops at all stop signs and signals.				
Driver accelerates and slows smoothly.				
Signals are used when appropriate.				
Driver stays in the centre of the lane of traffic.				
Speed is appropriate for posted limit and road conditions.				
Driver utilizes proper lanes when turning.				

LOADING / UNLOADING ON ROUTE

Yes No Sometimes

COMMENTS

	Yes	No	Sometimes	COMMENTS
Driver activates overhead warning lights at least 60 m. before stopping.				
Driver stops in the center of the lane of traffic and 3 m. from waiting students.				
Driver extends stop arm <u>after</u> stopping.				
Students who must cross road wait for a signal from the driver before crossing.				
Students cross <u>only</u> in front of the bus.				
Students are at least 3 m. in front of the bus when crossing.				
Safe procedures are followed when loading / unloading special needs students (wheelchairs)				
Any equipment is properly stowed and secured.				
Driver does not move the bus until all passengers are seated.				
Driver accounts for whereabouts of all students & checks entire bus at last stop.				
Driver checks all mirrors before moving the bus.				

RAILROAD CROSSINGS

Yes No Sometimes

COMMENTS

	Yes	No	Sometimes	COMMENTS
Driver activates hazard warning lights at least 30 m. before railroad tracks.				
Driver stops at least 5 m. back from railroad tracks.				
Driver has visual and audible proof that no train is approaching (opens door).				
Driver does not shift out of low gear until bus has cleared railroad tracks.				
Driver turns off hazard warning lights after clearing tracks.				

STUDENT CONTROL

	Yes	No	Sometimes	COMMENTS
Students enter / exit bus in an orderly manner.				
Students remain seated while bus is moving.				
Students follow driver's directions (if witnessed)..				
Students are reasonably quiet (if witnessed).				
Driver enforces bus rules.				

EQUIPMENT

	Yes	No	COMMENTS
Is the bus equipped with a fire extinguisher and first aid kit?			
Are wheelchair accessible buses equipped with emergency seatbelt cutters?			

ROUTE SECTION

LOADING / UNLOADING AREAS AT SCHOOLS

	Yes	No	COMMENTS
Is there adequate and active supervision at school loading/unloading areas?			
Is bus parking designed so that students do not have to walk between buses to get to parent pick-up areas?			
Is other traffic kept away from bus loading area?			

NOTES: _____

ROUTES

	Yes	No	COMMENTS
Do students have a safe location away from the roadway to wait for the bus?			
Are students required to be at the bus stop before the bus arrives?			
Are bus stops positioned so that students do not cross more than two lanes of traffic?			
Is there at least 30 m. visibility in both directions at each bus stop?			
Are the bus stop locations free of any visual obstructions?			
Does driver have adequate time to complete each route without rushing?			

NOTES: _____

BACKING

List Backing Locations on Private Property	Approved by STSBHN for Current Year	Are "Spotters" being Utilized	Alternatives That Would Eliminate Backing Situations
1.	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
2.	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	

List Backing Locations on Public Roadways	Approved by STSBHN for Current Year	Alternatives That Would Eliminate Backing Situations
1.	Yes <input type="checkbox"/> No <input type="checkbox"/>	
2.	Yes <input type="checkbox"/> No <input type="checkbox"/>	

NOTES: _____

Evaluator's Name _____ Date _____