

Franklin County Schools -Extracurricular Pre Trip/Post Trip Inspection Log

DRIVER is responsible for checking the bus **BEFORE AND AFTER** each trip and signing this log. If you find a minor problem that does not compromise safety, report to Contractor or Supervisor and follow up for correction. For safety issues or if YOU are not safe to drive, park immediately and call for help. **DO NOT DRIVE.**

If items are operating properly, place a (Y) in box. If items are not operating mark (X) in the box and report to Contractor or Transportation Department.

Trip Destination	Driver's Name	Ending Mileage	Trip Number	1	2	3	4	5	6	7	8	9	10						
1			DATE:																
			Gallons of fuel used																
2			Departure(D)/Return(R)	D	R	D	R	D	R	D	R	D	R	D	R	D	R	D	R
			Items to be checked																
3			Engine Oil & Coolant																
			Belts, Wires, & Hoses																
4			Windshield and Windows																
			Tires & Lugnuts																
5			Exhaust System																
			Brakes and Brake leaks																
6			Park/Emergency Brake																
			Headlight/Hazard																
7			Emergency Exit/Buzzers																
			Stop Arm/Crossing Arm																
8			Steering Wheel/Horn																
			Mirrors/Adjustments																
9			Emergency Equipment																
			Seats/Interior																
10			Drivers Seat/Belts																
			Service Door/Entrance																
			Wiper/Washers																
			Defroster/Heaters																
			Gauges/Controls																
			Fuel Tanks/Leaks																
			Springs/shocks																

BUS NUMBER _____