

Pre-Trip Checklist

Prior to loading a bus, it is the responsibility of the School Official or Chaperone to:

- Inspect the general condition to the bus for any safety concerns
- Inspect the bus for cleanliness
- Request the driver provide proof of a valid registration form
- Request the driver provide proof of the vehicles valid Inspection Approval Certificate, CHP 292 Form for validity
- Request the driver provide proof of his/her valid California Commercial Driver's License Class A or B with a "P" and "S" Endorsement (END) and Restrictions (RSTR)
- Request the driver provide proof of his/her valid California Special Driver Certificate School Bus or SPAB Certificate
- Request the driver has in his/her possession a Driver Log Book and Vehicle Inspection Report.

I have inspected the general condition of this vehicle and found no safety concerns and the vehicle is clean and free from litter and that the driver has provided the above documentation.

Driver Signature: _____ Date/Time: _____

School Official or Chaperone Signature: _____ Date/Time: _____

Notes:

Upon completion of this activity trip, this form must be returned to the San Mateo Union High School District's Transportation Department and shall be retained by the school district for a minimum of two years.