



# Passenger Check Procedures

## Best Practices

### 1. POST TRIP

A passenger check should be performed, beyond that a post trip may vary (see district/contractor requirement). Resource Idaho school Bus driver training classroom curriculum.

### 2. DURING

During your inspection of the bus, you should walk both through and around the vehicle looking for the following:

- Sleeping students.
- Articles left on the bus.

Resource: Idaho Commercial license manual, 10-2-6

### 3. PRE TRIP

Drivers are responsible for conducting a walk through inspection of the school bus following drop-offs at each school and after the last delivery on each run segment. Prior to departing the bus for any length of time, a walkthrough inspection must be conducted. **The purpose of the walk-through inspection is to check on and under the seats for sleeping or hiding students and to identify any items that may have been dropped or left aboard the bus.** Warning flag systems and/or electronic means may be used. Written policies and procedures should be in place for post-trip and post-run segment checks. Resource: National School Transportation Specifications & Procedures, May 2010.