

Driver pre-trip walk-around inspection guide

Before moving off check

- ✓ Steering for excessive free movement
- ✓ No apparent air leaks from brakes
- ✓ All switches and warning lights operate correctly
- ✓ Heating and ventilation system operate correctly
- ✓ Sufficient fuel to complete trip

Horn and speedometer

- ✓ Working correctly

CoF label

- ✓ Displayed and current

Vision

- ✓ Forward vision is clear of any obstructions (including on dashboard)
- ✓ Wiper blades not damaged
- ✓ Washer fluid container full
- ✓ Windscreen washers work correctly
- ✓ All clean and not cracked

Lights and indicators

- ✓ All lights work correctly including hazard lights
- ✓ Lenses are clean and not cracked

Licences

- ✓ Registration licence is current and displayed
- ✓ Road User Licence is current and displayed
- ✓ Correct TSL label displayed

Interior

- ✓ No obstruction to exits
- ✓ Seats are secure and not damaged
- ✓ Seat belts work correctly
- ✓ Interior lighting works correctly
- ✓ Audio/television system working correctly
- ✓ Floor coverings in good condition and secure
- ✓ Hand and assist rails in place and secure
- ✓ Parcel racks secure
- ✓ Required warning signs and passenger information displayed clearly
- ✓ Emergency equipment carried with appropriate signage
- ✓ Fire extinguisher serviced and ready to use
- ✓ School bus signs displayed (if required)
- ✓ Certificate of loading is displayed and visible to the driver and passengers

Rear-view mirrors

- ✓ Intact, clean and correctly adjusted (on both sides of the vehicle)

Reflectors

- ✓ Fitted, clean and not damaged

Fluid leaks

- ✓ No fluid leaks from engine, fuel system or waste water tank

Hubodometer

- ✓ Fitted and not damaged
- ✓ Recording correctly
- ✓ Easily readable

Wheels and tyres

- ✓ Tyres are correctly inflated and not damaged
- ✓ Wheel nuts are tight
- ✓ Wheels not damaged
- ✓ No cuts or bulges in tyre sidewalls
- ✓ Adequate tread depth

Exterior

- ✓ Bus clean
- ✓ No unreported panel damage
- ✓ Locker doors closed and secure

Door and exits

- ✓ All doors open and close fully
- ✓ Emergency exit clearly marked and free of obstacles

