

# SAFETY RULES

## Bus Driver Safety Rules

The company expects workers to follow its safety rules. By signing, you will be held responsible for following these safety rules. Disciplinary action could result when these safety rules are not followed. These safety rules are for your safety only. Please use these safety rules on the jobsite to keep yourself and others safe.

### WorkSafe Tips

- Employees must wear their seat belts when driving on company business.
- Report to work free from the aftereffects of drugs or alcohol.
- Do not drive school buses or vehicle when fatigued.
- Report incidents or injuries in writing immediately.
- Report all security threats in writing by the end of the work day.
- Use three-point contact when entering and exiting school buses.
- Perform a written pre-trip safety inspection of buses prior to beginning the driving day.
- Use three-point contact when mounting or dismounting any part of the bus.
- Do not jump from any part of the bus.
- Use long-handled tools to clean the windshield. Do not stand on tires or the engine to clean the windshield.
- Use both hands to tilt the hood. One-handed operation could cause a shoulder injury.
- All glass and mirrors should be clean before driving.
- Do not tailgate other motorists.
- Do not use cell phones, texting or multifunction phones while driving.
- Do not drive distracted.
- Maintain a safe speed and follow posted speed limits.
- Park the bus in a manner to reduce the need to back.
- Back the vehicle at walking speed only.
- Maintain the accident documentation kit in your bus.
- Maintain a dry chemical fire extinguisher and stocked first aid kit in the bus.

Employee \_\_\_\_\_

Date \_\_\_/\_\_\_/\_\_\_

Supervisor \_\_\_\_\_

Date \_\_\_/\_\_\_/\_\_\_

**WorkSAFE**

Smart, Accident-Free Environments