PATERSON PUBLIC SCHOOLS

Preparing All Children for College and Career

Transportation Department - 90 Delaware Ave - Paterson, NJ 07503
Telephone (973)321-0830 - Fax (973)321-0484

BUS INSPECTION FORM

ROUTE CODE	❑ REG ❑ S-ED	SCHOOL	
COMPANY NAME		TIME & DATE	❑AM : ❑PM
DRIVER'S NAME		DL#	
DL INFORMATION	DL Exp: / / Endr: ❑P ❑S	Medical Exam Card ❑ Exp: / /	
BUS DOCUMENTS	Reg Exp: / / Insurance Exp: / / Inspection Date: / /		

FINDINGS DETAILS & DESCRIPTION

LICENSE PLATE # BUS # VEHICLE SIZE: ❑ 16 ❑ 25 ❑ 32 ❑ 54 ❑ Other:

- ❑ TARDY : AM❑ PM❑
- ❑ NO AIDE ❑ AIDE
- ❑ NO STUDENT ROSTER ❑ STUDENT ROSTER
- ❑ MISSING DRIVER DOCUMENTATION (describe)
  - ❑ DRIVERS LICENSE
- ❑ SCHOOL BUS DOCUMENTATION (describe)
  - ❑ INSURANCE CARD ❑ REGISTRATION CARD
- ❑ BUS EQUIPMENT MISSING
  - ❑CAMERA ❑ FIRE EXTINGUSHER ❑ FIRST AID KIT
- ❑ SAFETY EQUIPMENT MALFUNCTION (describe)
- ❑ IDLE AT SCHOOL PROPERTY
- ❑ WRECKLESS DRIVING
- ❑ DROPPED OFF – UNCLAIMED STUDENT
- ❑ PROCEDURE ISSUE (describe)
- ❑ Route Sign Displayed in Window

Inspection Comments & Notes:

TRANSPORTATION USE ONLY

REPORT STATUS: _____

❑ NOTIFIED VENDOR ❑ NOTIFIED SCHOOL ❑ FOLLOW UP REQUIRED ❑ FINDING ADDESSED & RESOLVED

REPORT SIGN OFFS

Initiator (District Official)			TITLE	
Witness (District Official)			TITLE	
Contact Telephone	( ) -	❑ OFFICE ❑ CELL	DATE	- - 20

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