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3301-83-11 School bus and motor van inspections.

(A) Ohio state highway patrol safety inspection for school buses

The school bus owner, operator, lessee, or designee ~~is shall~~ be responsible for presenting all school buses for ~~the annual~~ Ohio state highway patrol safety inspections and will be responsible for the pre-inspection, repair and preparation of each school bus.

(B) Qualified mechanic safety inspection for motor vans

The motor van owner, operator, lessee or designee is responsible for ensuring inspections by a qualified mechanic. In accordance with division (G) of section 4511.76 of the Revised Code, a qualified mechanic is to inspect all motor vans used by school districts, chartered nonpublic and community schools for pupil transportation not fewer than two times per year to ensure the vehicle is safe for pupil transportation.

~~(B)~~ (C) Daily inspection of the school bus and motor van

It is the responsibility of each school bus or motor van driver to complete and document a daily pre-trip inspection of the school bus or motor van, on the day students are to be transported and before transporting students on that day. The school bus or motor van owner, operator, lessee, or designee may designate another qualified individual to complete and record portions of the stationary inspection in lieu of the school bus or motor van driver. Any defects ~~will shall~~ be reported in writing to the school bus or motor van owner or designee. It is the responsibility of the school bus or motor van owner to provide each driver with all inspection forms for reporting purposes, which document inspections that include the following:

(1) Stationary inspection of the school bus

(a) Pre-starting inspection:

Raise the hood and visually check the safety latch or hinges, then check ~~oil and water - check~~ belts, hoses and wiring for frayed, cracked and/or deteriorated conditions.

(b) Walk around inspection:

Place the transmission in neutral and set the parking brake. Start the engine and check the following:

(i) Tires: underinflated, flat, evidence of oil on wheels and tires, excessive wear (tread depth) or damaged.

(ii) Wheels: loose or missing nuts, ~~excessive corrosion, cracks or other damage, and sanders if-~~ installed, and ~~splash guards~~ rear mud flaps.

(iii) Battery compartment (secure and no loose connections).

(iv) Observe the bus for evidence of oil, fuel, or coolant leaks and vandalism.

(v) All school bus windows should be clean.

(vi) All outside mirrors: clean, mounted securely and not cracked or broken.

(vii) Warning systems: headlights (high/low beam), brake lights, backup lights and alarm, clearance and marker lights, all signals and signs, reflectors, turn signals, stop lights and warning flashers

Commented [FH1]: The rule has been updated according to SB 9 (134th GA)'s requirement that restrictive regulatory language be removed. Further changes are to reflect amendments to R.C. 4511.76 made by HB 33 (135th GA) which authorizes an expanded use of motor vans for pupil transportation.

Commented [FH2]: Language related to inspections by bus drivers is updated throughout the rule based on Department of Public Safety/State Highway Patrol recommendations to reflect current mechanical features, and better ensure safety while also reducing time consuming tasks not proven to increase safety.

Commented [FH3]: Language is stricken as indicator lights will display issues with oil /water levels.

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clean and working properly.

(viii) Exhaust system: visually check for leaks and proper support ~~sagging exhaust pipes, short and leaky tailpipes and defective mufflers.~~

~~(ix) Suspension system: visually check for damage.~~

~~(x) Visually inspect brake system secure — no damage.~~

~~(xi) Visually inspect drive shaft secure — no damage.~~

~~(xii) Visually inspect frame of bus — check for cracks.~~

~~(xiii) Fuel tank secure - visually inspect for leaks, and fuel cage securement — no damage.~~

~~(xiv) Fluid leaks: evidence of puddle(s).~~

~~(xv) Exits: check service and emergency doors for ease of operation and verification that lights and alarms are operating properly.~~

~~(xvi) Check wheelchair lift operation, (if installed).~~

(c) Inside safety check:

(i) Check service door steps and handrail.

(ii) Check driver's seat and seat belt ~~adjustments.~~

(iii) With the engine running check or inspect the following instruments and controls:

(a) Warning lights, if installed:

(i) Oil pressure warning light.

(ii) Service brake warning light.

(iii) Alternator warning light.

(iv) For electric buses, Ampmeter and/or voltmeter.

(v) Water temperature gauge or warning light.

(b) Indicator lights.

(i) Amber warning light.

(ii) Red warning light.

(iii) Red over-ride switch.

(iv) Indicator lights.

(v) Head light high beam.

(vi) Panel lights.

Commented [FH4]: This item is already covered in paragraph (B)(1)(b)(iv).

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(vii) Left and right turn signal indicators.

(viii) Hazard indicators.

(ix) Strobe indicator light.

(c) Horn.

(d) Mirrors properly adjusted, sunshade mounted and not broken.

(e) Wipers and washer fluid.

(f) Heaters, fans and defrosters (~~all speeds~~).

(g) Dome lights.

(h) Brake system for leaks

(i) Storage tanks - 2 psi, one minute.

(ii) Service brake - 3 psi, one minute.

(iii) Low air pressure light and buzzer - 60 psi.

(iv) Emergency brake - 20-40 psi.

(v) Hydraulic - pump three times hold five seconds.

(i) Air pressure guage or hydraulic brake warning lights.

(j) Oil pressure guage.

(k) Check passenger seats, frames, emergency exits, windows, and adaptive equipment needed ~~required~~ for the transportation of pre-school and special needs students.

(l) Check emergency equipment: ~~fuses (if equipped), fuses~~, first-aid kit, fire extinguisher and emergency reflectors.

(2) Operation inspection for the school bus

A planned road pre-check when driving between storage and first pupil pickup enables the driver to evaluate the steering, suspension, clutch, transmission, driveline, engine and brakes. The following items are to ~~shall~~ be checked and, if found in need of repair, a written report will ~~shall~~ be submitted to the school bus owner or designee:

(a) Parking brake: check by slowly engaging the drive train while the parking brake is on. (In air brake systems, the parking brake will remain applied if there is a partial or complete air pressure loss in the service brakes.)

(b) Service brakes: test at low speeds and bring the bus to a complete stop. The bus should stop in a straight line without skidding, swerving or pulling to one side.

(c) Steering: check for any unusual handling characteristics.

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- (d) Transmission operation: an automatic transmission should not slip and a manual transmission should allow for easy and smooth gear changes throughout the entire shifting range.
- (e) Clutch: the clutch should engage easily and smoothly without jerking, slipping excessively or "chattering." A properly adjusted clutch should have some "free play" when the pedal is fully released.
- (f) Engine: listen for unusual engine noises.
- (g) Suspension: check for any unusual ride or handling characteristics.

(3) Post trip check:

At the conclusion of each route or trip:

- ~~(a) The driver shall ensure all passengers have left the bus by visually inspecting each seat position.~~
- ~~(b) The driver shall clean the bus and remove all loose belongings.~~

(3) Stationary inspection of the motor van

(a) Pre-starting inspection:

Raise the hood and visually check the safety latch or hinges, then check belts, hoses and wiring for frayed, cracked and/or deteriorated conditions.

(b) Walk around inspection:

Place the transmission in park and set the parking brake. Start the engine and check the following:

- (i) Note whether the vehicle is level or leaning to one side;
- (ii) Check for vehicle body damage;
- (iii) Look under the vehicle for fluid leaks;
- (iv) Look for hazards around the vehicle;
- (v) Confirm whether vehicle has student transportation identification signs as set forth in paragraph (C) of rule 3301-83-19 of the Administrative Code;
- (vi) All outside mirrors and light covers should be clean, mounted securely and not cracked or broken;
- (vii) Windows clean and no cracks;
- (viii) Check fuel tank for leaks and cap secured properly;
- (ix) Check rear tires (not less than 2/32 inch of tread minimum, proper pressure, no cuts or bulges);
- (x) Check front tires (not less than 4/32 inch of tread minimum, proper pressure, no cuts or bulges);

Commented [FH5]: Language is moved to paragraph (C)(4).

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(xi) Warning systems: headlights (low/high beam), brake lights, backup lights, all signals and signs, and turn signals;

(xii) Check for exhaust leaks and proper support.

(c) Inside safety check:

(i) Steering wheel has no more than 10 degrees, or two inches play in the wheel;

(ii) Conduct three separate brake checks:

(a) Hydraulic brake: Pump brake pedal three times and hold down (pedal should not fade);

(b) Parking brake: Set parking brake and put vehicle in gear (vehicle should not move);

(c) Service brake: Drive vehicle forward, apply firm pressure to the brake pedal – vehicle should not pull left or right to ensure proper adjustment.

(iii) Doors, windows, and wiper blades are properly operating;

(iv) Driver and passenger seats belts and belt indicators are properly operating;

(v) Heater, fan, and defrosters are properly operating;

(vi) Locks and child locks are properly operating;

(vii) Check gauges and/or indicator lights;

(viii) Test horn;

(ix) Mirrors properly adjusted;

(x) Check emergency equipment: first-aid kit, fire extinguisher and emergency reflectors.

(4) Post-trip check for the school bus and motor van:

(a) Ensure all passengers have left the vehicle by visually inspecting each seat position;

(b) Clean the vehicle and remove all loose belongings.