

**REGULATION
STAFF
JOB DESCRIPTION - BUS DRIVER**

TITLE: Bus Driver

QUALIFICATIONS: 1. Valid commercial driver's license
2. Valid certification from the State Department of Education
3. Annual health statement from a physician

REPORTS TO: Superintendent's office for all reports
Principal's office for discipline problems

JOB GOAL: By providing safe and efficient transportation that students may enjoy the fullest possible advantage from the district's curriculum and extra-curricular program

PERFORMANCE RESPONSIBILITIES:

1. Obeys all traffic laws.
2. Observes all mandatory safety regulations for school buses.
3. Maintains discipline when students are on bus.
4. Reports undisciplined students to the proper principal.
5. Keeps assigned bus clean daily and washes bus after each rain when bus becomes dirty.
6. Keeps to assigned schedule.
7. Checks bus before each operation for mechanical defects.
8. Notifies the proper authority in case of mechanical failure or lateness.
9. Discharges students only at authorized stops.
10. Exercises responsible leadership when on out-of-district school trips.
11. Transports only authorized students.
12. Reports all accidents and completes required reports.
13. Enforces regulations against smoking and eating on the bus.

TERMS OF EMPLOYMENT: School days plus one. Salary and work year to be according to desires of the board of education

EVALUATION:

Performance of this job will be evaluated annually in accordance with provisions of the board's policy on evaluation of support personnel (staff).