

**REGULATION
JOB DESCRIPTION - 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
4. Ability to relate to students and adapt to fluctuating situations.
5. Some commercial years of driving experience

Reports to: Superintendent's office for all reports
Principal's office for discipline problems

Job Goal: To provide safe and efficient transportation for students.

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 when it is 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: Days of employment and salary will be determined by the board.

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

Approved : _____ Date _____
Principal

Reviewed: _____ Date _____
Employee