

# WASHOE COUNTY SCHOOL DISTRICT ROUTE DRIVER IMPROVEMENT CHART

**Driver:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Bus Type:** T / C **Capacity:** \_\_\_\_\_ **DOE Card:** \_\_\_\_\_ **ID Badge:** \_\_\_\_\_ **Retrain: Needed**  
**Commercial Drivers License Class:** \_\_\_\_\_ **Expiration:** \_\_\_\_\_ **Physical Expiration Date:** \_\_\_\_\_  
**Address Correct:** Yes \_\_\_\_\_ No \_\_\_\_\_ **Note If Changed:** \_\_\_\_\_  
**CPR Card:** \_\_\_\_\_ **First Aid Card:** \_\_\_\_\_ **Bus No.:** \_\_\_\_\_ **Retrain Completed:** \_\_\_\_\_ **Complaint:** \_\_\_\_\_

1. BRAKES	0	1	2	3
SMOOTHNESS				
PARKING BRAKE				
2. BACKING				
MIRROR / HORN USAGE / AMBERS				
STEERING SAFETY (THUMBS IN / OUT) / CONTROL				
3. STEERING				
HAND POSITION (9/3, 10/2, 11/1, OTHER)				
SMOOTHNESS				
OVER-STEERING				
4. SPEED				
OVER LIMIT (NOTE MPH OVER)				
SCHOOL ZONE (NOTE MPH OVER)				
SPEED FOR CONDITIONS				
TOO SLOW				
5. HILL UP / DOWN				
ENGINE CONTROL				
GEAR CHOICE				
SPEED				
STOP / ROLLING BACK				
PROPER USE OF BRAKE				
LOSS OF BRAKES				
PROPER USE OF RETARDER/EXHAUST/PAC				
POSITION IN LANE				
TURN OUTS WHERE / WHEN				
TAIL SWING				
6. INTERSECTIONS				
OBEYS TRAFFIC CONTROL				
TOO FAST				
RIGHT OF WAY – PEDESTRIAN				
RIGHT OF WAY – AUTOMOBILE				
POSITION AFTER STOP				
SPACE CUSHION				
NEUTRAL AT LIGHTS (PUSH BUTTON EXEMPT)				
DIRECTIONAL SIGNALS				
STARTS TOO SOON				
5-POINT MIRROR CHECK/TRAFFIC CHECKS				
RIGHT TURN				
LEFT TURN				
TURNS TOO SOON / LATE (CIRCLE ONE)				
HIT CURB ETC.				
CHOICE OF LANE				
OPPOSITE TAIL SWING				
7. LANE USE				
PROPER LANE				
POSITION IN LANE				
SIGNAL USE				
CHECK BLIND SPOTS				
10 SECOND LANE CHANGE				
PASSING PROPERLY				
GEAR CHOICE				
8. DEFENSIVE DRIVING				
GETS BIG PICTURE/TRAFFIC CHECKS				
COVERS BRAKE WHEN NEEDED				
FOLLOWING DISTANCE				
EYE TO EYE CONTACT				
USES GOOD JUDGEMENT				

8. DEFENSIVE DRIVING	0	1	2	3
CLOSE AREA MANEUVERING				
COURTESY / ATTITUDE				
GUAGE USE				
MIRROR USE				
9. RAIL ROAD CROSSINGS				
HAZARD SIGNALS				
POSITION AFTER STOP				
NEUTRAL / FOOT ON BRAKE				
DOOR / WINDOW OPEN				
RADIOS / HEATER OFF				
LOOK / LISTEN				
1ST. GEAR / CLOSE DOOR				
MIRROR USE				
SHIFT ON TRACKS				
CANCEL HAZARDS				
PARALLEL CROSSING				
LOADING LIGHTS LEFT ON				
PUPIL NOISE COOPERATION				
10. STUDENT				
APPROACH TO STOP				
AMBERS FLASHING				
USE OF BRAKE				
STOP BACK 10' FROM STUDENTS / COUNT				
5 POINT MIRROR CHECK (4 PER STOP 1234)				
PROPER LOADING SEQUENCE				
PARKING BRAKE SET				
FOOT REMAINS ON BRAKE PEDAL				
STUDENTS SEATED / SEQUENCE USED				
PROPER UNLOADING SEQUENCE USED				
COUNTS STUDENTS EXITING				
CROSSES STUDENTS				
CHECKS OUTSIDE /SAFE TO MOVE				
TURN-AROUND STOPS				
UNSAFE STOPS				
11. PUPIL MANAGEMENT				
ATTITUDE TOWARD STUDENTS				
TOO FIRM / LAX				
SEATING CHART (IF APPLICABLE)				
STUDENT ATTENDANCE (IF APPLICABLE)				
STUDENT ROSTERS				
COURTEOUS				
NOISE LEVEL				
STUDENTS REMAIN SEATED				
OVERALL STUDENT CONTROL				
MONITORS ON BUS	YES / NO			
12. GENERAL				
PROPER USE OF LIGHTS				
SEAT BELT USE ( ADJUSTMENT)				
BUS & WINDOW CONDITION				
NOTEBOOKS				
JOB INTEREST / ATTITUDE				
EMOTIONS UNDER STRESS				
ADAPTS TO CRITICAL CHANGE				
ROUTE SHEET UP DATED				
ACCIDENT DURING EVALUATION				
EXCUSES FOR BAD HABITS				
1 <sup>ST</sup> YEAR DRIVER CHAINING				
CHAINING PROBLEM:				

TIME LEAVING YARD: \_\_\_\_\_ TIME RETURNING TO YARD: \_\_\_\_\_ INSPECTION TIME: \_\_\_\_\_

TOTAL DRIVE TIME: \_\_\_\_\_ TIME EVALUATION ENDS: \_\_\_\_\_ 1<sup>ST</sup> EVAL. CHAINING TIME: \_\_\_\_\_

REVIEW PAPERWORK TIME: \_\_\_\_\_ RETRAIN TIME: \_\_\_\_\_ TOTAL TIME: \_\_\_\_\_

MORNING SCHOOL ARRIVAL TIMES: \_\_\_\_\_

AFTERNOON SCHOOL ARRIVAL TIMES: \_\_\_\_\_

RECOMMENDED AREAS FOR RETRAINING: \_\_\_\_\_

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REMARKS: \_\_\_\_\_

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EVALUATOR'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

DRIVER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

DATE & INITIALS DIRECTOR: \_\_\_\_\_ ASST. DIRECTOR: \_\_\_\_\_

TRAINING SUPERVISOR: \_\_\_\_\_ SITE SUPERVISOR: \_\_\_\_\_

RECORDED BY: \_\_\_\_\_ DATE: \_\_\_\_\_