

Job Safety Analysis (JSA)

Position Information

Position Title: **Bus Driver**

Department: Transportation – All Terminals

Reports to: Terminal Supervisors

Job Tasks, Hazards, and Controls

Task	Hazards	Control Measures
Pre-trip inspection of bus	Slips/trips, contact with moving parts, eye injury from debris	Wear slip-resistant footwear; avoid loose clothing; use gloves and eye protection if needed; perform inspection in well-lit area
Driving the bus	Traffic accidents, inclement weather, road hazards, fatigue	Follow all traffic laws; drive defensively; receive regular route and safety training; rest adequately before shift
Loading/unloading students	Falls, collisions, student behavioral issues	Use designated stops; engage parking brake; supervise students closely; instruct students on safe crossing practices, monitor surrounding traffic
Operating wheelchair lift (if applicable)	Musculoskeletal injury, pinch points	Use proper body mechanics; ensure students are secured; receive lift operation training
Student supervision during transit	Disruptive behavior, verbal confrontation	Enforce rules fairly and calmly; attend behavior management training; use two-way radio for assistance
Emergency response	Panic, injury during evacuation	Clearly communicate emergency drills procedures with students. Know and follow emergency protocols.
Post-trip inspection	Exposure to fluids, falls, eye strain	Wear gloves; dispose of waste properly; ensure good lighting; follow post-trip checklist procedures
Cleaning and refueling	Chemical exposure, fire hazard, slips	Wear PPE; store cleaners/fuels properly; follow MSDS guidelines; use absorbent materials on spills

Emergency Considerations

- Evacuation Procedures: Follow district and department protocol for emergency evacuation.
- Medical Emergencies: Use a first aid kit and call dispatch for assistance; follow any CPR/first aid training.
- Vehicle Failure or Accident: Secure vehicle; contact dispatch; ensure passenger safety.