

Bus Monitor Training Record

Agency/Center Name: _____

Performance Standard **1303.72(e)** Bus monitor training. A program must train each bus monitor before the monitor begins work, on child boarding and exiting procedures, how to use child restraint systems, completing any required paperwork, how to respond to emergencies and emergency evacuation procedures, how to use special equipment, child pick-up and release procedures, how to conduct and pre- and post-trip vehicle checks. Bus monitors are also subject to staff safety training requirements in **§1302.47(b)(4)** of this chapter including Cardio Pulmonary Resuscitation (CPR) and first aid.

Training completed *(check off)*

- _____ Child boarding and exiting procedure
- _____ Use of child restraint systems
- _____ Required paperwork completion
- _____ Responses to emergencies
- _____ Emergency evacuation procedures
- _____ Use of special equipment
- _____ Child pick-up and release procedures
- _____ Pre- and post-trip vehicle check
- _____ Cardio Pulmonary Resuscitation (CPR)
- _____ First Aid

Name / Signature of Bus Monitor

Date

Name /Signature of Agency Manager

Date

Keep a copy on file in the center available for review.

