

Important information for the Driver

Registering to Drive the Community Bus

All Drivers must complete the Driver Declaration Form, this application to drive must be confirmed by the Council prior to driving the bus.

Vehicle Safety

The Driver must complete a pre-departure visual check and sign details in the log book.

The driver is required to do a visual check of the vehicle to ensure it is in a safe working order prior to departure. The driver is responsible for ensuring the bus is safe and road worthy. Visual checklist attached

In the event of a fault, please notify the Council as soon as practical and record details and submit the form to the Council. Attached Fault form

Incident Reporting

In the event of an accident, please contact 000 if an ambulance/fire/Police are required to attend and provide assistance. The driver must record details on the incident form - please include any other parties contact details - insurance contact, driver's license and registration details. Attached incident form

Passenger Behaviour

The Driver is responsible for ensuring that all passengers are behaving responsibly to ensure safety whilst using the Community Bus.

Driver Behaviour

The Driver must at all times use the vehicle in a suitable manner, strictly adhering to all road rules and in accordance with the Traffic Act. Drivers found to breach any of these regulations will be refused access to utilise the Community Bus.

Contact Numbers :

Emergency Contact : 000 or Switchboard 6429 8900 or Council After hours 6429 8999



Visual Check List

- Interior Check
- Regulations signs and labels
- Mirrors, windows and windscreens
- Wheels, tyres and rims,
- Horns and signals,
- Wipers and washers,
- Oils/fuel/water
- Structure - bodyworks
- Brakes
- Fire extinguisher
- Emergency exit

Noted :

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Checked by : (signed)

Dated :

