BUS DRIVER EVALUATION

NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

❒ Initial Probationary ❒ Final Probationary ❒ Annual

1. Job Performance Low High

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | 1 | 2 | 3 | 4 | 5 |
| A. | Pre-check of bus |  |  |  |  |  |
| B. | Driving record |  |  |  |  |  |
| C. | Driving habits |  |  |  |  |  |
| D. | Ability to control students while driving |  |  |  |  |  |
| E. | Use of two-way radio |  |  |  |  |  |
| F. | Proper use of warning lights |  |  |  |  |  |
| G. | Proper procedures at railroad crossings |  |  |  |  |  |
| H. | Loading, unloading of bus |  |  |  |  |  |
| I. | Observe speed limits |  |  |  |  |  |
| J. | Shows patience when driving |  |  |  |  |  |
| K. | Ability to control bus |  |  |  |  |  |
| L. | Care of bus |  |  |  |  |  |
| M | Record keeping |  |  |  |  |  |

1. Personal Characteristic Low High

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | 1 | 2 | 3 | 4 | 5 |
| A. | Sensitivity to and good judgment  with pupil needs |  |  |  |  |  |
| B. | Sensitivity to and good  Judgment with staff |  |  |  |  |  |
| C. | Sensitivity to and good  Judgment with parents |  |  |  |  |  |
| D. | Accepts responsibility |  |  |  |  |  |
| E. | Dependable/carries out assignments |  |  |  |  |  |
| F. | Ability to work under pressure |  |  |  |  |  |
| G. | Performs duties willingly |  |  |  |  |  |
| H. | Maintains appropriate confidentiality |  |  |  |  |  |

1. Conclusions and Recommendations:

Overall Evaluation: ❒ Exceeds Expectations ❒ Meets Expectations

❒ Improving ❒ Needs Improvement ❒ Unsatisfactory

Improvement Plan:

Employee\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_

Evaluator\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_