

## 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

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Name / Signature of Bus Monitor

Date

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Name /Signature of Agency Manager

Date

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

