

Vehicle Repair

1. Vehicle repairs are obtained by completing the Vehicle Repair Request form and submitting the completed form to the lead mechanic. Required forms are available in the bus garage office.
2. Questions and concerns regarding vehicle repair are to be addressed to the transportation supervisor or the lead mechanic. No other person has possession of the required authority or organizational knowledge to provide accurate or appropriate information.
3. Vehicles that have been abused or repeatedly been incorrectly used will no longer be available to the parties deemed responsible. It is the users responsibility to insure the possession of sufficient skills for assuring correct vehicle operation.
4. All vehicles sidelined for repair will not be released until repairs are completed. Unworkmanlike repairs or temporary fixes will not be allowed. Only those temporary repairs needed to return a vehicle to the bus garage will be accepted. Such repairs will remain in place for a maximum of 72 hours. Usually the vehicle will be sidelined pending proper repair.
5. After completion of repairs, operators of school buses will be informed of the nature of the problem, how it was corrected, and any pertinent information or possible prevention.
6. There will be instances when the cause of a problem is not readily apparent and may need further study. In this event, drivers are to be cooperative and the lead mechanic is to be diplomatic. The nature of these conversations is to be nonconfrontational and strictly technical.