Procedure Section:	**Safety**
Procedure Title:	**School Bus Mirror Adjustment**
Procedure Number:	**RCJTC AP.03.06**
Date Published:	**December 20, 2013**
Date Reviewed:	
Year of Next Review:	

Outside Left and Right-Side Flat Mirrors

These mirrors are mounted at the left and right front corners of the bus at the side or front of the windshield. They are used to monitor traffic, check clearances and students on the sides and to the rear of the bus. There is a blind spot immediately below and in front of each mirror and directly in back of the rear bumper. The blind spot behind the bus could extend up to 400 feet depending on the width of the bus. Ensure that the mirrors are properly adjusted so you can see:

- 200 feet or 4 bus lengths behind the bus.
- along the sides of the bus.
- the rear tires touching the ground.

Figure 10.2 shows how both the outside left and right-side flat mirrors should be adjusted.

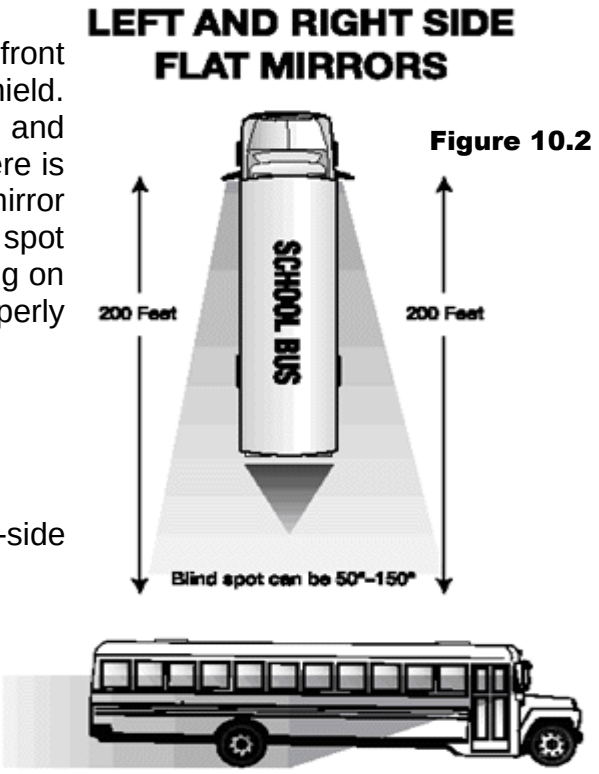

Figure 10.2

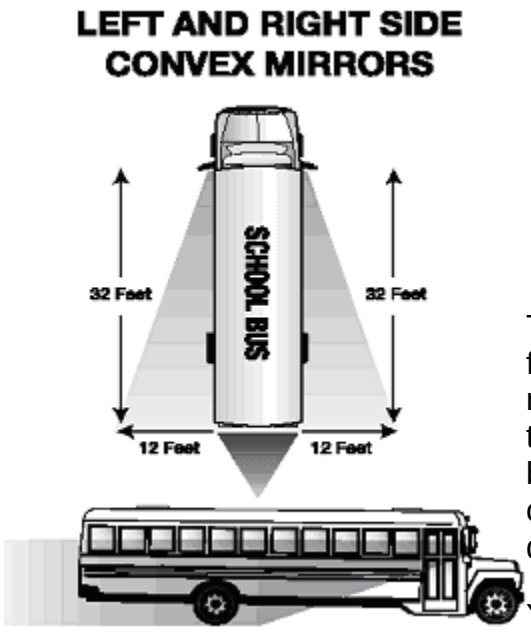

Figure 10.3

Outside Left and Right-Side Convex Mirrors

The convex mirrors are located below the outside flat mirrors. They are used to monitor the left and right sides at a wide angle. They provide a view of traffic, clearances, and students at the side of the bus. These mirrors present a view of people and objects that does not accurately reflect their size and distance from the bus.

You should position these mirrors to see:

- the entire side of the bus up to the mirror mounts;

- front of the rear tires touching the ground;
- at least one traffic lane on either side of the bus.

Figure 10.3 shows how both the outside left and right-side convex mirrors should be adjusted.

Outside Left and Right-Side Crossover Mirrors

These mirrors are mounted on both left and right front corners of the bus. They are used to see the front bumper “danger zone” area directly in front of the bus that is not visible by direct vision, and to view the “danger zone” area to the left side and right side of the bus, including the service door and front wheel area. The mirror presents a view of people and objects that does not accurately reflect their size and distance from the bus. The driver must ensure that these mirrors are properly adjusted.

- Ensure that the mirrors are properly adjusted so you can see. The entire area in front of the bus from the front bumper at ground level to a point where direct vision is possible. Direct vision and mirror view vision should overlap.
- The right and left front tires touching the ground.
- The area from the front of the bus to the service door.
- These mirrors, along with the convex and flat mirrors, should be viewed in a logical sequence to ensure that a child or object is not in any of the danger zones.

Figure 10.4 illustrates how the left and right-side crossover mirrors should be adjusted.

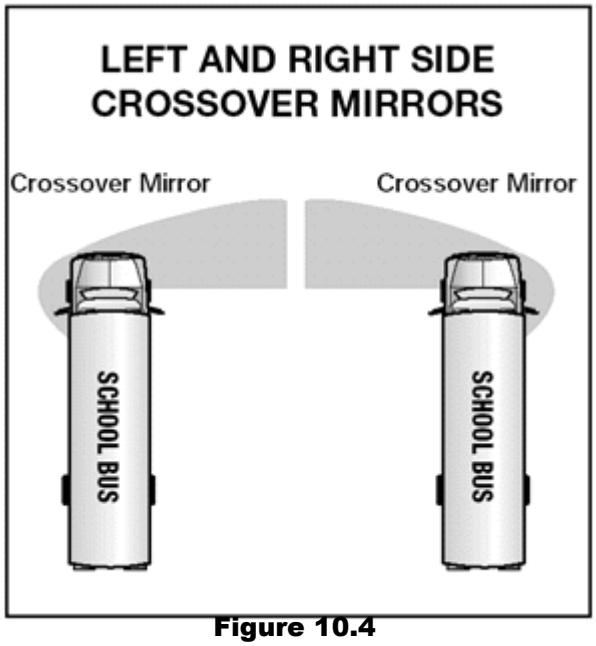

Figure 10.4

Overhead Inside Rear View Mirror

This mirror is mounted directly above the windshield on the driver’s side area of the bus. This mirror is used to monitor passenger activity inside the bus. It may provide limited visibility directly in back of the bus if the bus is equipped with a glass-bottomed rear emergency door. There is a blind spot area directly behind the driver’s seat as well as a large blind spot area that begins at the rear bumper and could extend up to 400 feet or more behind the bus.

Related RCJTC Policy

P.03 Safety Policy

Related RCJTC Administrative Procedures

Related RCJTC Forms