

# Bus Conduct Report

\_\_\_\_\_  
Student's Name                      School                      Bus Number                      Date/Time of incident

## 1) Driver's Report

Please check all applicable items:

- |   |   |
|---|---|
| <input type="checkbox"/> Smoking/lighting matches or lighter  | <input type="checkbox"/> Fighting, Roughhousing               |
| <input type="checkbox"/> Making a mess on bus   | <input type="checkbox"/> Inappropriate language/gestures      |
| <input type="checkbox"/> Vandalism to bus/property  | <input type="checkbox"/> Throwing objects in or at the bus    |
| <input type="checkbox"/> Insubordination/Defiance   | <input type="checkbox"/> Indecent behavior                    |
| <input type="checkbox"/> Possession or use of alcohol or drugs  | <input type="checkbox"/> Possession of unauthorized materials |
| <input type="checkbox"/> Riding a school bus while on suspension  | <input type="checkbox"/> Riding a school bus not assigned to  |
| <input type="checkbox"/> Bullying/Harassment of driver or students  | <input type="checkbox"/> Other                                |
| <input type="checkbox"/> Creating a disturbance on the bus that interferes with the safe operation of the bus |   |

Additional notes (Please include methods of correction to date):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Driver (Print Name)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## 2) Coordinator's Report

- Driver Consulted     1<sup>st</sup> Offence     2<sup>nd</sup> Offence     3<sup>rd</sup> Offence
- Verbal Warning     Suspension Recommended (Must consult with school)
- Parent Contacted     Other (Provide details)

Parent/Guardian \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

Additional Notes:

\_\_\_\_\_

\_\_\_\_\_

School Notified ( Y / N )

School Action Required ( Y / N )

## 3) School Report

- Student issued a warning (written/verbal)     Contacted Parent/Guardian
- Checked Student's Folder     Held conference with student/Parent/Guardian
- Student suspended from all School District No.8 School busses (dates)

From: \_\_\_\_\_ To \_\_\_\_\_

Additional Notes:

\_\_\_\_\_

\_\_\_\_\_

Notified Transportation on (date): \_\_\_\_\_

## 4) Final Resolution Shared with Driver ( Y / N )