



Bus Conduct Report



Bus #: _____ Route #: _____ Date of Incident: _____ Time of Incident: _____
(Indicate if in a spare bus)

Student's Name: _____ Seat #: _____ Grade: _____ School: _____

The student engaged in the following:

<input type="checkbox"/> Fighting – Hitting – Kicking – Tripping	<input type="checkbox"/> Refusal to Follow Directions	<input type="checkbox"/> Not sitting in Assigned Seat
<input type="checkbox"/> Unacceptable/Abusive Language	<input type="checkbox"/> Disrespect	<input type="checkbox"/> Not at the Bus Stop on Time
<input type="checkbox"/> Destruction of Property	<input type="checkbox"/> Disruption/Distracting Driver	<input type="checkbox"/> Getting off at the Wrong Stop
<input type="checkbox"/> Drugs/Controlled Dangerous Substance	<input type="checkbox"/> Throwing Objects	<input type="checkbox"/> Unsafe Behavior at the Bus Stop
<input type="checkbox"/> Harassment/Bullying	<input type="checkbox"/> Inappropriate Use of Electronics	<input type="checkbox"/> Other

Details of the Incident: _____

Previous Action Taken By Driver/Attendant:

<input type="checkbox"/> Verbal Warning	Date(s): _____
<input type="checkbox"/> *Changed Seat Assignment	Date(s): _____
<input type="checkbox"/> Spoke with School Administrator	Date(s): _____
<input type="checkbox"/> Previous Bus Conduct Reports	Date(s): _____
<input type="checkbox"/> Other	Date(s): _____

*Please indicate previous seat assignment and current seat assignment.

Details of Previous Action: _____

Driver/Attendant Name: _____ Signature: _____ Date: _____

Day/Time the Driver/Attendant Can Meet with the School Administrator: _____

Administrator Action:

<input type="checkbox"/> Conference with Student, Date:	<input type="checkbox"/> Verbal Warning, Date:
<input type="checkbox"/> Parent Contacted, Date:	<input type="checkbox"/> Student/Driver/Administrator Conference, Date:
<input type="checkbox"/> Other:	
<input type="checkbox"/> Bus Riding Privileges Suspended, Date(s):	<input type="checkbox"/> Student Suspended from School, Date(s):

Details of Administrator's Action: _____

Administrator's Signature: _____ Date: _____

**Required CC: Driver/Attendant
 School
 Parent/Guardian**