

# BUS CONDUCT REPORT

STUDENT'S NAME

CLASS--GRADE

DATE OF INCIDENT

1ST NOTICE

2ND NOTICE

3RD NOTICE

BUS NO.

TRIP NO.

DRIVER'S NAME

## NOTICE TO PARENTS

1. The purpose of this report is to inform you of a disciplinary incident involving the student on the school bus.
2. You are urged to both appreciate the action taken by the driver and to cooperate with the corrective action initiated today.

## DRIVER'S REPORT:

VIOLATION OF SAFETY PROCEDURES

DESTRUCTION OF PROPERTY

FIGHTING - PUSHING - TRIPPING

EXCESSIVE MISCHIEF

WRITING

SMOKING

EATING - DRINKING - LITTERING

RUDE - DISCOURTEOUS - ANNOYING

UNACCEPTABLE LANGUAGE

## PRELIMINARY ACTION:

CHECKED STUDENT'S FOLDER

HELD CONFERENCE WITH STUDENT

CONSULTED COUNSELOR

TELEPHONED PARENT

## PRESENT ACTION AND RECOMMENDATIONS:

STUDENT REGRETFUL, COOPERATIVE

RECURRENCES WILL BE REPORTED

DENIED BUS PRIVILEGE UNTIL \_\_\_\_\_

PLACED ON PROBATION

SUSPENDED

REFERRED TO: \_\_\_\_\_

\_\_\_\_\_  
(DRIVER'S SIGNATURE)

\_\_\_\_\_  
(ADMINISTRATOR'S SIGNATURE)

\_\_\_\_\_  
(DATE)

PARENTS' COPY - WHITE

OFFICE COPY - YELLOW

DRIVER'S COPY - PINK