

Bus Conduct Report

Notice to Parent

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.

Student		Class/Grade		Date of Incident	
Bus #	a.m.	p.m.	Driver's Name	Principal	

Drivers Report:

Violation of Safety Rules Excessive Mischief Eating/Drinking/Littering
 Destruction of Property Smoking Rude/Discourteous/Annoying
 Fighting/Pushing/Tripping Unacceptable Language
 Other: Be specific: _____

Preliminary Action

Check Student's Folder
 Held conference with student
 Sent previous report home
 Telephoned Parent/Guardian

Present Action and Recommendation

Student regrets incident, cooperative
 Recurring incidents will be reported
 Student suspended from bus privilege
 Until _____
 Student placed on probation
 Case referred to _____

Driver's Signature

Administrator's Signature

Date: _____

Written description/comments by driver. Include details, names etc.

White-Parent/Guardian Yellow-Principal Pink-Bus Contractor Goldenrod-Student's file