



TITLE:
Bus Incident Referral to Administrator

FORM: JFCC-R-F(2)

Updated 8/20/20

The purpose of this report is to inform the administrator of a disciplinary incident involving the student on the school bus, which may have jeopardized the safety and well-being of all students.

Bus No. _____ Route No. _____ (a.m./p.m.) School _____

_____ has been cited for an infraction of the school bus rules listed below:
(Student Name)

- Did not behave in the same manner expected at school or in a classroom.
- Did not obey bus driver's instructions and respond appropriately to reasonable requests.
- Did not occupy designated seat and/or remain seated while the bus was in motion.
- Did not keep aisles clear.
- Did not talk quietly and/or used inappropriate language.
- Did not keep hands, arms, feet, legs, head and any other body parts inside the bus.
- Was not courteous to all other students.
- Ate or drank while riding on the bus without bus driver permission.
- Used or possessed alcohol, drugs and/or tobacco while on the bus.
- Carried on a case, band instrument, etc...that couldn't be controlled by the student at all times. This item(s) was not kept in the student's lap or between the student's feet.
- Carried on a skateboard, animal, glass object or other item prohibited at school.
- Carried on a weapon of any sort, explosives, fireworks, smoke or stink bomb, or other object(s) that would endanger other students.
- Destroyed or defaced the bus or bus equipment.
- Threw object(s) from the bus or at the bus driver.
- Did not maintain orderly conduct at the bus stop.
- Played music or used an electronic device that was disruptive to the driver.

Was a warning given prior to this incident? _____ Yes _____ No

REMARKS: Explanation of infraction.

Date

Name of Driver and/or Security Specialist

Disciplinary Action Taken (For School Use Only)
Notify Transportation of Action Taken Within 24 hours)

Date

Signature of Administrator