

- Conduct Report – Bus Personnel To School -

* Information about who, when and where the incident occurred *			
Student name:		School:	
Date/time of incident:		Bus number:	
Report made by:		Bus Driver	Bus Aide

* Please check type of incident *			
	Eating on the bus		Abusive language, inappropriate language, profanity
	Getting off at the wrong stop		Damaging the bus or playing with the bus controls
	Not staying seated during ride		Defiance, disrespect, insubordination, argumentative, refusal to follow directions
	Sexual acts, inappropriate touching		Fighting, hitting, slapping, punching, kicking, choking, tripping, pushing
	Threats or threatening behavior		Intimidation, harassment, menacing, bullying
	Using a cell phone		Possession or use of tobacco, alcohol, drugs, weapons
	Yelling or screaming		Throwing objects, spitting or spit balls
* "Other type of incident" or "further description of the above incident" *			

* School response *	
School response by:	

School: Please fax response to Bus Aide Office 816-4886
 Top copy to Bus Aide Office via Team Leader. Copies 2-4 for school, parent, bus driver/bus aide
 Please complete this form using a ball point while writing on a hard surface. Thank you. (11-08)