

# BUS INCIDENT REPORT

Dispatch Phone - 316.755.7112

Address: 6700 N. Broadway



Student's Name \_\_\_\_\_ Date of Incident \_\_\_\_\_

Driver's Name \_\_\_\_\_ Route \_\_\_\_\_ AM \_\_\_\_\_ PM \_\_\_\_\_ Attendance Center \_\_\_\_\_

Driver's Comments:

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\_\_\_\_\_

Action Taken \_\_\_\_\_

Date Contacted Home \_\_\_\_\_ Date Submitted: \_\_\_\_\_

COMPLETED BY DRIVER

<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>
<ul style="list-style-type: none"> <li>○ Standing up while bus is moving.</li> <li>○ Moving around out of seat while bus is moving.</li> <li>○ Refusal to stay seated.</li> <li>○ Throwing paper or other non-threatening items.</li> <li>○ Inappropriate yelling/noisy.</li> <li>○ Hands or arms outside of window.</li> <li>○ Minor language/verbal hazing.</li> <li>○ Inappropriate use of electronic devices*</li> </ul> <p><b>Minimum consequence:</b> Verbal warning &amp; Bus Report to Director.</p> <p><b>Maximum consequence:</b> Student moved to front of bus in an assigned seat.</p>	<ul style="list-style-type: none"> <li>○ Physically engaging another student without the intention of harm. (i.e. Horseplay)</li> <li>○ Minor defacement of school property. (i.e. gum under seats, pencil marks)</li> <li>○ Inappropriate language towards another student. Aggressive verbal behavior.</li> <li>○ Disrespect to bus driver/monitor/non-compliant. Inappropriate displays of affection- (i.e. kissing/touching, etc.)</li> <li>○ Inappropriate use of transportation- Not riding where they are supposed to go, etc.</li> <li>○ Minor Bullying/Harassment- Name calling, etc. Multiple offenses of a level one.</li> </ul> <p><b>Minimum consequence:</b> Student moved to front of the bus in an assigned. Director of Transportation Contacts Parents &amp; Notifies Building Administrator</p> <p><b>Maximum consequence:</b> 1 to 10 days suspension from transportation (Building administrator consulted).</p>	<ul style="list-style-type: none"> <li>○ Fighting on bus or bus stops.</li> <li>○ Aggressive acts of intimidation with intent of using physical or verbal gestures toward another student, bus driver, or monitor. (i.e., cursing/raising fists)</li> <li>○ Bullying /Harassment with intent to harm mentally/ physically.</li> <li>○ Major defacement of property. (i.e... cutting/writing/ altering).</li> <li>○ Striking driver or monitor (Any physical contact).</li> <li>○ Tobacco/Drugs/Alcohol.</li> <li>○ Sexual Harassment.</li> <li>○ Theft of property or Arson.</li> <li>○ Gang related activity and affiliation.</li> <li>○ Multiple level 2 offense may lead to a level 3 referral.</li> <li>○ Any behavior would constituting a misdemeanor or felony would be grounds for suspension.</li> </ul> <p><b>Minimum consequence:</b> 1 to 10 days suspension from transportation. (Building administrator involved)</p> <p><b>Maximum consequence:</b> Expulsion for 186 days from school and/or transportation. (Building administrator involved)</p>

COMPLETED BY TRANSPORTATION DIRECTOR

Action Taken: \_\_\_\_\_

Date Contacted Home: \_\_\_\_\_ Entered into IC: \_\_\_\_\_