

COLUMBIA SCHOOL DISTRICT BUS REFERRAL

The student is responsible for promptly delivering this correspondence to a parent/guardian. Students can be suspended from riding any Columbia School District bus for the first major offense and/or for subsequent minor offenses. During bus suspensions, the student is not allowed to ride any CSD bus but is expected to attend school as scheduled. Depending on the circumstances, the student may also receive additional school consequences.

Student's Name _____ Referring Driver _____

School _____ Bus # _____ Date of Incident _____ AM / PM

Nature of Incident (Add specific comments on back as needed.)

- | | |
|--|---|
| _____ Was disobedient | _____ Possessed cell phone or other device |
| _____ Was disrespectful | _____ Possessed/used tobacco or related item |
| _____ Distracted driver | _____ Marked, damaged, or otherwise defaced bus |
| _____ Used unacceptable language/gesture | _____ Refused to remain seated with bus in motion |
| _____ Was fighting | _____ Disregarded loading/unloading regulations |
| _____ Made aggressive physical contact | _____ Moved from assigned seat |
| _____ Threatened/Harassed | _____ Tampered with rear door/other equipment |
| _____ Created a disturbance | _____ Hung out window/Threw object out window |

Other: _____

Bus Driver's Signature _____ Date Submitted _____

School Administration Comments

Parent/Guardian _____ Phone Contact _____

_____ Warning Bus Suspension (_____)

_____ Detention (_____) Other _____

Administrator's Signature Date

Student's Signature Date Parent's/Guardian's Signature

Copies: Bus Driver Transportation Supervisor Superintendent (suspensions)