

BUS CONDUCT REPORT
LAKELAND JT SCHOOL DISTRICT NO. 272
TRANSPORTATION DEPARTMENT - 208-687-0221

Student's Name	Grade	School	Parent Name
Date of Incident	<input type="checkbox"/> a.m. <input type="checkbox"/> p.m. <input type="checkbox"/> other	Route # & Driver's Name	Parent Phone Number
<input type="checkbox"/> Failure to follow directions		<input type="checkbox"/> Alcohol/Drugs/Tobacco/E Cigs/Vapes	
<input type="checkbox"/> Not sitting safely in the seat		<input type="checkbox"/> Littering, graffiti, destruction of property	
<input type="checkbox"/> Throwing objects		<input type="checkbox"/> Profanity/Obscene language or gestures	
<input type="checkbox"/> Arm, head, body out of window		<input type="checkbox"/> Eating, drinking, chewing gum	
<input type="checkbox"/> Rude/Discourteous/Annoying/Distracting/Loud		<input type="checkbox"/> Sharing cell phone content, taking pictures	
<input type="checkbox"/> Physical contact (pushing, hitting, kicking, horseplay)		<input type="checkbox"/> Improper boarding/departing procedure	
<input type="checkbox"/> Other:			

Incident Details: _____

Previous steps	Corrective Action
	1st Offense - <u>Verbal Warning</u> - Date of Verbal Warning to Student: _____
	2nd Offense - <u>Warning - Bus Riding Privileges Suspended</u> - Student is given citation to take home to parent/guardian. - Student is to return citation to the driver the next morning with parent/guardian's signature. - Student WILL NOT be allowed on the bus without a returned, signed citation.
	3rd Offense - <u>Off Bus for 3-5 school days</u> - Conference with parent/guardian, student, driver, director & principal is required. - Student may not ride and District #272 school bus until conference is held. - Parent/Guardian must make arrangements with Transportation
	4th Offense - <u>Off Bus for 10 school days</u> - Conference with parent/guardian, student, driver, director & principal is required . - Behavioral Contract must be signed at conference. - Student may not ride and District #272 school bus until conference is held and contract signed. - Parent/Guardian must make arrangements with Transportation
	5th Offense - <u>Off Bus for remainder of the school year.</u> - Student may not ride any District #272 school bus for the remainder of school year. - Student may not ride any District #272 school bus the following year until a conference is held. - Parent/Guardian must make arrangements with Transportation.
	Severe Violation - <u>Off Bus</u> - Conference with parent, student, driver, director & principl required.

Notice to Parents

The purpose of this report is to inform you of a disciplinary incident involving your student on the school bus and ask for your cooperation in helping to impress on your student the importance of maintaining appropriate behavior while boarding, riding, and leaving the school bus. Please remember that actions and behavior that are acceptable in other settings may not be acceptable in the school bus environment because of the critical safety issues involved during transportation. Distractions to the driver can endanger the life of your child, others on the bus and other motorists. If you have any questions you may contact the Transportation office at 208-687-0221. Please sign the white copy and return it, the yellow copy is for you to keep.

Your cooperation is appreciated.

Director's Signature	Date	Parent's Signature	Date
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