

**Center Grove Schools Transportation Department
School Bus Disciplinary Ticket**

Student _____ Date _____

Driver _____ Bus _____

School _____ Major Violation # _____

Minor Violations:

- Not at bus stop prior to pickup
- Improperly seated
- Excessive noise
- Teasing other students
- Inappropriate contact with other students
- Food or drink on bus (includes candy/gum)
- Objects (non-harmful) thrown inside bus
- Boarding/leaving bus at unassigned location
- Inappropriate language
- Inappropriate use of other students possessions
- Windows lowered below allowed level
- Body parts outside bus while bus is parked
- Playing with emergency exits
- Inappropriate musical, video, written material
- Inappropriate use of an electronic device(s)
- Other _____

Major Violations:

- 3rd or more minor violation
- Objects thrown out of bus window
- Bullying other students: Verbal Physical
- Verbal threat to student or driver
- Refusal to obey driver instructions
- Body parts outside bus while bus is not parked
- Exited bus through emergency exit
- Objects (harmful) thrown inside bus
- Theft
- Possession of tobacco products
- Other _____

Dangerous Violations:

- Assault on student
- Use of tobacco prior to boarding, or on the bus

Extreme Violations:

- Weapons or explosive possession
- Assault on driver
- Drugs or controlled substance possession
- Possession or use of alcohol prior to boarding, or on the bus

The student signature is not an admission of guilt, but confirmation of receiving the ticket. The parent signature acknowledges reviewing the ticket. The yellow and pink copies are to be returned to the driver immediately when the student next rides the bus.

Incident description (if necessary) _____

Consequence:

Verbal Warning Date(s): _____ Previous Ticket Date(s): _____

Additional Bus Consequence(s) _____

School Consequence(s) _____

_____ (1, 3, or 10) Day Bus Suspension Date(s) of Suspension: _____

Long Term Suspension: _____ # Days Start Date: _____ End Date: _____

Parent Contact: Message Conversation Meeting Date & Time: _____

Student Signature: _____

Parent Signature: _____

White Copy – Driver

Yellow Copy – School

Pink Copy – Driver

Gold Copy - Parent

Bus Rules and Discipline Procedures

Rules for Students Riding Buses

(Fully Detailed Bus Rules Are Covered In the Student Handbook)

1. Each student shall be at the bus stop five (5) minutes prior to the scheduled pickup time. The student shall be seated immediately upon boarding the bus, and will not be permitted to stand or move from place to place while the bus is moving. Students shall not enter or leave the bus until it has come to complete stop at the appropriate location, and the driver has opened the door. Keep head, hands, and feet inside the bus.
2. Loud and boisterous noise, profane language, and indecent conduct will not be tolerated. Students will not be allowed to tease or touch each other inappropriately. Fighting, pushing, shoving, verbally or physically harassing, or bullying will not be tolerated.
3. Possession and/or use of contraband items is prohibited. These items include drugs, controlled substances, alcohol, tobacco, weapons or explosive devices, and inappropriate written, audio, or video material.
4. Students are not to use electronic devices on the bus with the exception of a small handheld radio or MP3 player. Those devices may be used provided the user is listening through personal headphones and the volume is low enough that others cannot hear the music.
5. Eating and drinking on the bus is prohibited and students are expected to help keep the bus clean. Students who make a mess on the bus will be expected to clean up their messes.
6. No damage to the bus or equipment will be allowed. Students are not to be destructive and will be held financially responsible for any damages resulting from vandalism.
7. Students shall follow the driver's instructions. Drivers have the same authority on the bus as teachers have in the classroom.
8. A student shall not ride to or from a bus stop or school that is not assigned without permission (see student handbook).
9. No windows or doors will be opened or closed except by permission of the driver. When allowed, windows shall be lowered no more the ½ the height of the top window frame.
10. Emergency exits are for emergencies and/or training only.
11. Only school age children are permitted to ride school buses. All other passengers must have written permission from the Director of Transportation.

Discipline/Tickets

The following procedures shall be followed if a student violates a rule:

Driver Consequence

Bus Ticket:	First and second minor written violation (one verbal warning minimum) * Major, or higher, violations do not require a verbal warning
Bus Suspension (1 day):	First major violation (further violations will be counted as major violations)

School Consequence

Bus Suspension (3 days) or school choice on consequence:	Second major violation (further violations will be counted as major violations)
Bus Suspension (10 days) or school choice on suspension:	Third major or first dangerous violation (further violations will be counted as major violations)
Bus Suspension (90 days) or school choice on suspension:	Fourth major or first extreme violation (further violations will be counted as major violations)

Note: A ticket after the fourth major or first extreme violation will result in a 180 day bus suspension!

White Copy – Driver

Yellow Copy – School

Pink Copy – Driver

Gold Copy - Parent