

# USD 262 VALLEY CENTER BUS INCIDENT REPORT



Valley Center Unified School District 262

COMPLETED BY DRIVER

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

Driver's Name: \_\_\_\_\_ Route # \_\_\_\_\_ AM \_\_\_\_\_ PM \_\_\_\_\_ School \_\_\_\_\_

Driver's Comments: (Checkbox below suffices)

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CHECK ALL THAT APPLY

Level 1	Level 2	Level 3
<input type="checkbox"/> Not seated properly <input type="checkbox"/> Changing seats while bus is moving <input type="checkbox"/> Hands/arms outside of window <input type="checkbox"/> Minor foul language <input type="checkbox"/> Throwing paper or other non threatening items <input type="checkbox"/> Not keeping aisle clear <input type="checkbox"/> Taking pictures or showing phones or devices to other students on bus <input type="checkbox"/> Using electronics without headphones  <b>Minimum Consequence:</b> Possible assigned seat change Email to parent(s) & Bus Incident Report to Director <b>Maximum Consequence:</b> Transportation Suspension for up to 1 day per infraction	<input type="checkbox"/> Physically engaging another student <input type="checkbox"/> Damage to school property <input type="checkbox"/> Aggressive/Inappropriate language <input type="checkbox"/> Non compliant with driver instructions <input type="checkbox"/> Inappropriate displays of affection <input type="checkbox"/> Riding wrong bus or unloading at wrong stop <input type="checkbox"/> Minor Bullying/Harassment <input type="checkbox"/> Multiple Level 1 offenses  <b>Minimum Consequence:</b> Parents and school building Administrator notified Transportation suspension of 3-5 days <b>Maximum Consequence:</b> 3 to 5 days transportation suspension per infraction	<input type="checkbox"/> Fighting on the bus or bus stops <input type="checkbox"/> Aggressive acts of intimidation towards another student <input type="checkbox"/> Severe Bullying/Harassment <input type="checkbox"/> Major damage to school property (parents charged) <input type="checkbox"/> Striking driver/bus monitor (any physical contact) <input type="checkbox"/> Tobacco/drugs/alcohol <input type="checkbox"/> Sexual Harassment <input type="checkbox"/> Theft of property <input type="checkbox"/> Multiple Level 2 offenses <input type="checkbox"/> Any misdemeanor or felony behavior  <b>Minimum Consequence:</b> 5 to 10 day transportation suspension <b>Maximum Consequence:</b> Expulsion for 186 days from school and/or transportation

THE RULES LISTED ARE NOT ALL-INCLUSIVE, AND OTHER TRANSPORTATION AND/OR USD 262 REGULATIONS MAY EXIST

\*\*\*All Bus Incident Reports are entered into the parent portal within 3 school days  
 \*\*\*Building Principals are consulted on all transportation suspensions

Action Taken:

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DATE & INITIAL

Email to parent(s)

Parent(s) contacted:

Admin contacted:

Entered into IC