

Gulf Shores City Schools Bus Disciplinary Referral

<u>Date</u>	<u>Time</u>	<u>Bus Number</u>	<u>Bus Driver</u>
1 st 2 nd 3 rd 4 th 5 th			

<u>Students Name</u>	<u>School</u>	<u>Offense</u>
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We would like to inform you that your child has been reported to the school office regarding a disciplinary matter that occurred on the school bus. We request your assistance in addressing this behavior to prevent it from continuing. Your cooperation is appreciated.

List 1: Primary Violations

- ☐ Violation Of Safety Procedures
- ☐ Disrespectful/Insulting/Insubordinate
- ☐ Fighting/Pushing/Tripping
- ☐ Harassment
- ☐ Threatening And Intimidating
- ☐ Possession Of Inappropriate Articles
- ☐ Violation Of School Policy
- ☐ Refusing To Obey The Bus Driver
- ☐ Throwing Objects Outside The Bus
- ☐ Throwing Objects Within The Bus
- ☐ Spitting/Biting/Scratching
- ☐ Inappropriate Language
- ☐ Offensive Touching

- ☐ Public Display Of Affection
- ☐ Theft
- ☐ Vaping, Drugs, Alcohol
- ☐ Destruction Of Property
- ☐ Littering On The Bus
- ☐ Hanging Head/Arms Out Of Window
- ☐ Vaping, Drugs, Alcohol

List 2: Secondary Violations

- ☐ Eating/Drinking On The Bus
- ☐ Refusal To Remain Seated
- ☐ Making Loud Unnecessary Noise
- ☐ Other (Be Specific)

Explanation of the violation/s: _____

Bus Driver Signature: _____

ACTIONS TAKEN BY ADMINISTRATION:

Date: _____ Time: _____

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|---|--|
| ☐ Warning Issued | ☐ Change Student's Seat |
| ☐ Conference With Student | ☐ Parent Conference |
| ☐ Telephone Parent | ☐ Video Pulled |
| ☐ Future Referral Will Result In A Bus Suspension | ☐ Conference With The Bus Driver |
| | ☐ Communication To Parent |

☐ Bus Suspension Days: _____ Effective Dates: _____	☐ Your Child Will Ride Again On: _____
_____ To _____	

Parent's Signature (if Applicable)

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Tier Bus Discipline Plan:

First Infraction: The student will receive a verbal warning and participate in a discussion with an administrator (applicable only to the first secondary violation).

Second Infraction: The student will be suspended from bus transportation for five days (applies to either the first primary violation or the second secondary violation).

Third Infraction: The student will be suspended from riding the bus for ten days.

Fourth Infraction: Bus privileges will be revoked for the remainder of the semester. If the infraction occurs within fourteen days of the end of the current semester, the suspension will extend into the next semester.

Fifth Infraction: Bus privileges will be withdrawn for the rest of the academic year.

If a student's conduct on the bus violates the board's discipline policy, corresponding disciplinary measures will likely be applied in the school setting as well, given that the bus is considered an extension of the classroom.

The Transportation Director is responsible for reviewing all bus discipline reports, assessing each referral, assigning cases to the appropriate administrator as needed, and ensuring that disciplinary actions comply with established procedures.

Each report must include a detailed written account from the driver describing the incident, providing administrators with essential context for subsequent communication with parents and staff.

Gulf Shores City School administrators retain the discretion to bypass standard disciplinary steps if the nature of an infraction warrants more serious consequences for bus behavior.