

SCHOOL DISTRICT NO. 51 (BOUNDARY)
REPORT OF AN INCIDENT ON SCHOOL BUS

"YOUR CHILDREN'S SAFETY IS OUR BUSINESS"

This discipline memo has been given to your child for reasons as checked below. Please sign the bottom indicating that you are aware of the problem and as a guarantee of good behaviour from your child and return to the Bus Driver.

DATE _____ BUS ROUTE _____
STUDENT'S NAME _____ GRADE _____
SCHOOL _____ DRIVER _____

DRIVER'S REPORT

Incident:

STEP - Infractions

Moving around while bus in motion Excessive noise Pushing and tripping
 Leaving assigned seat Littering Obscene/Abusive language
 Throwing objects/garbage Intimidation
 Other _____

Automatic Infractions (minimum 2-day suspension and Administrator involvement)

Refusing to wear mask (Gr 4 and up) Spitting Smoking / Vaping
 Destroying property Physical Fighting
 Other _____

Driver's Notes:

(Driver's discretion)

_____ Repeatedly forgotten re-usable masks. Students will have access to a disposable mask when needed but expectation is that they bring a re-useable mask. Additional re-useable masks are available at school offices. If repeatedly forgotten, we may request a meeting with the Guardian

Spoke with student Reported to Administrator

STEP INFRACTIONS

- Step 1 ___ First Warning – Verbal warning to the student has been given and recorded on form.
(Copy of form sent to Administrator and to Guardian for signature)
- Step 2 ___ Second Warning – Driver records incident and reports it to the School Administrator. The School Administrator will contact parents to discuss the incident.
(Copy of form sent to Administrator and to Guardian for signature)
- Step 3 ___ Third Warning – Driver records incident and reports to the School Administrator. This is the second written warning; therefore, bus riding privileges may be suspended for up to 4-days. The School Administrator will contact the parents to advise them of the steps taken and to caution that the next offence will result in an indefinite suspension.
(Copy of form sent to Administrator and to Guardian for signature)
- Step 4 ___ Fourth Warning -- Driver records incident and reports to the School Administrator, who will then contact the parents to advise them that the student's bus riding privileges have been suspended indefinitely. Appeals may be made under the School District Appeals Policy.
(Copy of form sent to Administrator)

AUTOMATIC INFRACTIONS

___ These infractions are extremely serious in nature and will not be tolerated by School District 51. If your son/daughter has been identified as doing one of these, they will not be able to use the District provided bussing for a minimum of 2-days and the School Administrator will be involved.

___ Repeated automatic infractions can result in an indefinite suspension and will be required to meet with the Administration.

Driver

Parent's Signature