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 son/daughter for reasons as checked below. Please sign this memo indicating that you are aware of the problem and as a guarantee of good behaviour from your son/daughter and return to the School Administrator.

DATE   _____   BUS ROUTE   _____

STUDENT'S NAME   _____   GRADE   _____

SCHOOL   _____   DRIVER   _____

DRIVER'S REPORT

Incident:

___ Moving around while bus in motion   ___ Obscene or abusive language   ___ Fighting/horseplay

___ Excessive noise   ___ Pushing/Tripping   ___ Smoking/vaping

___ Littering   ___ Leaving assigned seat   ___Vandalism to bus or property

___ Insubordination/Defiance   ___ Bullying/Harassment of others   ___ Throwing objects/garbage

___ ***Not wearing or bringing supplied washable mask (over 10 years old)***

___Other_____

Driver's Action:

____ Spoke with student   ____ Reported to Administrator

ACTION TAKEN

Step 1 ___   First Warning – Verbal warning to the student has been given and recorded on form.

Step 2 ___   Second Warning – Driver records incident and reports it to the School Administrator. The School Administrator will contact parents to discuss the incident.

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 5 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.

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.

Masks ____   ***Repeatedly forgotten non-compliant with mask requirements. - Students will have access to disposable mask when needed but expectation is that they bring the washable masks that school provided for the bus ride. If repeatedly forgotten we may request a meeting with the guardian.***

Note: In some cases behaviour of an extremely serious nature would exclude the use of the above procedures. In these cases the appropriate parties will be notified immediately of the action taken.

_____   _____
              Driver   Parent's Signature

Sept 2020