



**BREACH OF DISCIPLINE REPORT FORM**

Pupil: \_\_\_\_\_ School: \_\_\_\_\_ Route #: \_\_\_\_\_

**GENERAL RULE OF CONDUCT**

Classroom conduct is to be observed by students while travelling on a school bus. Quiet conversation is permitted. See reverse side for additional information regarding student responsibilities and busing.

**MISCONDUCT**

- |  |                          |  |                          |
|--|--------------------------|--|--------------------------|
| A. Not respecting and obeying driver.                              | <input type="checkbox"/> | K. Fighting on bus.                                | <input type="checkbox"/> |
| B. Running in aisle.   | <input type="checkbox"/> | L. Smoking or lighting matches.                    | <input type="checkbox"/> |
| C. Standing in aisle or at seat.                                   | <input type="checkbox"/> | M. Littering bus.                                  | <input type="checkbox"/> |
| D. Sitting in unauthorized seat.                                   | <input type="checkbox"/> | N. Damaging bus seats.                             | <input type="checkbox"/> |
| E. Leaving seats while bus is in motion.                           | <input type="checkbox"/> | O. Damaging bus (specify).                         | <input type="checkbox"/> |
| F. Yelling or loud talk.   | <input type="checkbox"/> | P. Bumper hitching.                                | <input type="checkbox"/> |
| G. Using obscene language or gestures.                             | <input type="checkbox"/> | Q. Throwing snowballs at bus, in bus, or from bus. | <input type="checkbox"/> |
| H. Throwing or shooting objects.                                   | <input type="checkbox"/> | R. Carrying unapproved objects on the bus.         | <input type="checkbox"/> |
| I. Unauthorized opening of doors, windows, or emergency equipment. | <input type="checkbox"/> | S. Using alcohol or drugs.                         | <input type="checkbox"/> |
| J. Projecting parts of body out of windows.                        | <input type="checkbox"/> | T. Eating on bus.                                  | <input type="checkbox"/> |

DETAILS OF MISCONDUCT OR OTHER: \_\_\_\_\_

DATE & TIME OF OFFENCE:	Date	Time	<input type="checkbox"/> a.m. <input type="checkbox"/> p.m.
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ACTION TAKEN BY BUS DRIVER: \_\_\_\_\_

\_\_\_\_\_  
 Driver's Signature

ACTION TAKEN BY SCHOOL PRINCIPAL: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Distribution of copies: White – Principal    Canary – Driver    Pink – RCJTC    Goldenrod – Operator

NOTE TO DRIVER: Submit all copies to principal. Canary copy will be returned to the driver by the principal.

Reg. 12. **PUPIL'S RESPONSIBILITIES REGARDING BUSING**

In order for the Board to provide safe, efficient, reliable and economical transportation, pupils are expected to observe the following rules:

12. (a) **While being transported on school buses, pupils shall:**

- (i) be at the bus stop in advance of the scheduled pick up time;
- (ii) obey promptly any directions or instructions given by the driver including the allocation of seats when necessary;
- (iii) refrain from talking to the driver except in cases of emergency;
- (iv) refrain from unnecessary loud or boisterous talking and the use of abusive or profane language;
- (v) remain seated at all times;
- (vi) sit three to a seat where possible;
- (vii) keep windows closed at all times unless otherwise instructed by driver;
- (viii) keep arms, head and feet inside the bus;
- (ix) refrain from smoking and the use of drugs and alcohol;
- (x) refrain from littering the bus;
- (xi) refrain from throwing objects;
- (xii) be responsible for any wilful damage to the bus;
- (xiii) refrain from eating on the bus.

12. (b) **Pupil Misbehaviour on Buses**

Should a driver be unable to secure the cooperation of a misbehaving pupil, he/she shall immediately report to the principal of the school the name of the pupil and the nature of the offence using the Breach of Discipline Report Form provided. The principal will review the breach of discipline with the pupil and driver and decide on a consequence, which may include withdrawal of the pupil's school bus privileges. The principal shall notify the parents in writing of any school bus suspension. Withdrawal of bus privileges does not exempt the pupil from regular school attendance.

[See Sec. 10 (c) and 11 (a) of the Regulations.]