



Incident Referral Guide

Infractions:

Level I (causes delay or irritation)	Level II (disrespectful or unsafe)	Level III (illegal, dangerous, damaging)
Failure to remain properly seated	Profanity, obscene language or gestures	Lighting matches/lighter on the bus
Loud, disruptive talking or yelling	Extending head or arm out window	Throwing objects from the bus
Failure to take assigned seat	Vandalizing district property	Verbal abuse of, or physical assault on any district employee
Eating/drinking on the bus	Verbal abuse of another student	Drug/alcohol/tobacco use on the bus
Bothering others	Defiant behavior shown to any district employee	Tampering with emergency equipment
Crossing behind the school bus	Spitting on bus/at person/from bus	Possession of weapon
Continuously late to bus stop	Throwing objects (in or at the bus)	Weapon or dangerous instrument
Inappropriate conduct at bus stop		Shoving student into path of a vehicle
Other:	Other:	Throwing objects out of the bus
		Other:

Minimum Consequences:

Level & Offense	Minimum Action with Student	Parent Involvement	District Action
LEVEL I, First Offense	Conference with student; ticket sent home with student	Parent signs/returns incident referral to school	Legal action deemed appropriate
LEVEL I, Second Offense	Conference with student; parent contact (phone/in person); incident referral sent home with student; 3-day suspension of bus riding privileges	Conference with parent (telephone/in person) and student. If parent fails to attend conference, student will remain suspended from the bus until conference has occurred.	Legal action deemed appropriate
LEVEL I, Third Offense	Conference with student; contact parent; automatic 5-day suspension of bus riding privileges	Conference with parent (telephone/in person) and student. If parent fails to attend conference, student will remain suspended from the bus until conference has occurred.	Legal action deemed appropriate
LEVEL II, First Offense	Conference with student; contact parent phone/in person; incident referral sent home with student; 3 - 5 school day suspension of bus riding privileges	Conference with parent (telephone/in person) and student. If parent fails to attend conference, student will remain suspended from the bus until conference has occurred.	Legal action deemed appropriate
LEVEL II, Second Offense	Conference with student & parent (in person); ticket sent home with student; 5 - 10-school day suspension of bus riding privileges	Conference with parent (telephone/in person) and student. If parent fails to attend conference, student will remain suspended from the bus until conference has occurred.	Legal action deemed appropriate
LEVEL II, Third Offense	Conference with student & parent (in person); suspension of bus riding privileges; 30 school day suspension of bus privileges	Conference with parent (in person) and student. If parent fails to attend conference, student will remain suspended from the bus until conference has occurred.	Legal action deemed appropriate
LEVEL III, First Offense	Conference with student & parent (in person); suspension of bus riding privileges; 10 school day suspension	Conference with parent (in person) and student. If parent fails to attend conference, student will remain suspended from the bus until conference has occurred.	Legal action deemed appropriate
LEVEL III, Second Offense	Loss of privilege for remainder of school year or 4 months, whichever is greater	Conference with parent (in person) and student. If parent fails to attend conference, student will remain suspended from the bus until conference has occurred.	Legal action deemed appropriate