

**STAFFORD MUNICIPAL SCHOOL DISTRICT TRANSPORTATION DEPARTMENT
MISCONDUCT / DISCIPLINE REPORT**

Circle One 1st 2nd 3rd Home Number: _____
Control #: _____ Grade: _____ Route _____ Work Number: _____
Teacher _____ Trip: _____ A.M. _____ P.M. Room: _____
Student's Name: _____ Date: _____
 VIDEO TAPE INCLUDED: INCIDENT # _____

NOTICE TO PARENTS

1. The purpose of this report is to inform you of a disciplinary incident involving the student.
2. You are urged to both appreciate the action taken by the driver and to cooperate with the corrective action initiated today.

NATURE OF MISCONDUCT: (Circle as apply)

- | | |
|--|--------------------------------------|
| 1. Violation of Safety Procedure | 7. Destruction of Property |
| 2. Disobedient - Disrespectful - Insubordinate | 8. Unacceptable Language or Gestures |
| 3. Fighting - Pushing - Tripping | 9. Disturbing Others |
| 4. Not remaining seated | 10. Excessive Mischief or Horseplay |
| 5. Eating - Drinking - Littering | 11. Smoking |
| 6. Unusually Loud | 12. This is a reoccurrence. |

EXPLANATION OR COMMENTS:

Driver's Signature: _____

PRIMARY ACTION:

- _____ Held conference with student
_____ Sent report home
_____ Telephoned Parents

ACTION TAKEN:

- _____ Student regrets incident, cooperative
_____ Placed on probation
_____ Denied bus privilege _____ to _____

COMMENTS:

Administrator's Signature: _____ Date: _____