

**Bus Disciplinary Referral Form  
OFFICIAL DOCUMENTATION  
Troup County School System**

Student \_\_\_\_\_ ID # \_\_\_\_\_ School \_\_\_\_\_ Grade \_\_\_\_\_

Incident Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_ AM  PM  Referring Bus Driver: \_\_\_\_\_ Bus # \_\_\_\_\_

**Brief Description of Behavior**

Driver's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Reason for Referral:**

Teacher Referral	Infraction	Serious Infraction Code	Minor Infraction Code
<input type="checkbox"/>	Bus Safety Violation	--	82
<input type="checkbox"/>	Disruptive Behavior	--	43
<input type="checkbox"/>	Eating / Drinking on the Bus	--	83
<input type="checkbox"/>	Fighting	08	48
<input type="checkbox"/>	Other Bus Misbehavior	--	84
<input type="checkbox"/>	Refusal to Obey School Official	--	31
<input type="checkbox"/>	Rude / Disrespectful Behavior	--	46
<input type="checkbox"/>	Slapping / Hitting / Pushing	--	59
<input type="checkbox"/>	Use of Profanity	--	47
<input type="checkbox"/>	Other:	<input type="checkbox"/> _____	<input type="checkbox"/> _____

**Administrative Actions: (Check Codes)**

State Reported	Non-Reported	Description
--	<input type="checkbox"/> 01	Administrative Counseling / Reprimand
<input type="checkbox"/> 20	--	In School Suspension – # Days ____ Begin ____ / ____ / ____ Periods ____ Pending Tribunal <input type="checkbox"/>
<input type="checkbox"/> 30	--	Out of School Suspension – # Days ____ Begin ____ / ____ / ____ Pending Tribunal <input type="checkbox"/>
--	<input type="checkbox"/> 24 <input type="checkbox"/> 13	Detention / Silent Lunch – # Days ____ Begin ____ / ____ / ____
<input type="checkbox"/> 50	--	Bus Suspension – # Days ____ Begin ____ / ____ / ____ Resume ____ / ____ / ____
--	<input type="checkbox"/> 51	Bus Probation – Duration ____
--	<input type="checkbox"/> 52	Restitution – Amount \$ ____ Date Due ____ / ____ / ____
<input type="checkbox"/> _____	<input type="checkbox"/> _____	OTHER:

Administrator Comments:

**Parent / Guardian Contact / Conference:**

Contact:  
 Referral mailed to \_\_\_\_\_ on \_\_\_\_ / \_\_\_\_ / \_\_\_\_ at this address: \_\_\_\_\_  
 Phone call to \_\_\_\_\_ at # \_\_\_\_\_ on \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Time: \_\_\_\_\_ Result: \_\_\_\_\_  
 Student instructed to give a copy of this referral to parent or guardian. Student Initial: \_\_\_\_\_

Conference:  
 No conference required at this time.  
 Parent is to call \_\_\_\_\_ at # \_\_\_\_\_ as soon as possible to set up a conference.  
 A conference with the parent / guardian is scheduled for \_\_\_\_ / \_\_\_\_ / \_\_\_\_ at \_\_\_\_\_ in \_\_\_\_\_  
 Please call the administrator to reschedule this appointment if you are unable to attend at this time / date.

This notification is to inform you of disciplinary action taken with your child due to inappropriate conduct or lack of academic effort in the classroom. It is the request of the school that you speak to your child and assist with corrective actions taken by the school. If you have any questions, please call the school at your earliest convenience.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Signature of Administrator

\_\_\_\_\_  
Date