

The following codes have been created to assist the administration in responding to situations on the bus with greater understanding. The drivers will be able to give more attention to their driving and still be able to give definitive explanations. These codes are to be communicated directly to the contractor's office and/or the (**your school district name**) District Transportation office only when necessary. The responding office will then contact the assigned school of the child/children involved.

LEVEL 1 - WEAPON, ILLEGAL SUBSTANCE, FIGHT

Response: Immediate aid upon arrival

Example: The driver observes a child or children that have matches/lighter, cigarettes, drugs or a weapon in their possession. The driver has had to stop the bus to break up a physical fight or to gain control of a child who is endangering themselves or others.

LEVEL 2 - EXTREMELY DEFIANT & DISRESPECTFUL BEHAVIOR TO DRIVER OR OTHERS

Response: Immediate aid upon arrival

Example: The driver observes a child or children who are using racial comments, foul, or strong language abusively and repeats it after being told to stop.

LEVEL 3 - MILD INJURY (All serious injuries are to be dealt with as described in the Driver's Handbook)

Response: Nurse or aide to meet the bus upon arrival

Example: A minor nose bleed, small cut or abrasion, with controlled bleeding by applied pressure, and bruising or swelling from being hit or bumped against the bus. Any of which may have occurred as a result of a Level 1 or Level 2 occurrence or by boarding the bus.

The Referral system is to be used for all other infractions and in support of Level 1 and Level 2 occurrences.