



# School Bus Incident Report Form



Date of Violation: \_\_\_\_\_ Time of Violation: \_\_\_\_\_

Day of the week: \_\_\_\_\_

Violator's License Plate: \_\_\_\_\_ State of Violator's License Plate: \_\_\_\_\_

Vehicle color: \_\_\_\_\_ Vehicle Type: \_\_\_\_\_ Vehicle Make: \_\_\_\_\_

Vehicle Model: \_\_\_\_\_

### Approximation location

Happened ON Street: \_\_\_\_\_

# Of Feet to Cross Street: \_\_\_\_\_

Direction to Cross Street: \_\_\_\_\_

Driver Sex: \_\_\_\_\_ Driver Race: \_\_\_\_\_

Approximate Age of Driver: \_\_\_\_\_ Driver Hair Color: \_\_\_\_\_

Was the School Bus Stopped? \_\_\_\_\_

Were the School Bus Lights Activated at Least 100 Feet Before Stopping the Bus? \_\_\_\_\_

Do You Think the Passing Vehicle Had Enough Time and Distance to Stop 20 Feet From You After You Had Stopped? \_\_\_\_\_

Was the Stop Arm Activated? \_\_\_\_\_ Speed Limit on the Roadway? \_\_\_\_\_

Approximate Speed of the Vehicle: \_\_\_\_\_

Did the Driver Indicate in Any Way That He / She Saw the Bus? If so, Explain:

Did Vehicle Slow While Approaching the Bus? \_\_\_\_\_

Direction of Travel of the Bus: \_\_\_\_\_

Direction of Travel of Passing Vehicle: \_\_\_\_\_

Highway Type: \_\_\_\_\_ Total Number of Lanes of Roadway: \_\_\_\_\_

Weather Conditions: \_\_\_\_\_ Road Conditions: \_\_\_\_\_

Light Conditions: \_\_\_\_\_ Traffic Conditions: \_\_\_\_\_

Were School Bus Flashing Lights and Stop Arm Checked and Working Properly Before and After the Incident? \_\_\_\_\_

**Narrative**

Describe in Detail the Incident as it Occurred:

Bus Company Name: \_\_\_\_\_

Enter Bus Company Code. This Code Was Given to Each Bus Company to Assure that the Submitted Report is Form a Valid Driver. Get This Code from Your Bus Company:

\_\_\_\_\_

By entering my name on this form, I am verifying that I am the witnessing bus driver and that the information that I am presenting is voluntarily given is true and correct to the best of my knowledge.

Bus Driver's Full Legal Name: \_\_\_\_\_

Bus Driver Contact Phone Number: \_\_\_\_\_

Date and Time of Online Report: \_\_\_\_\_

Contact Email: \_\_\_\_\_

To complete this process, fax a diagram drawn on the bus company letterhead to the Sheriff's Office at: 920-448-4387.

Be sure to note date and time of violation on the diagram.