



## BUS BREAKDOWN / LATE ARRIVAL FORM

Date \_\_\_\_\_

Route # \_\_\_\_\_ Contractor Name: \_\_\_\_\_

Time Problem first reported \_\_\_\_\_ A.M. or P.M. (Circle)

Reported to School? Yes or No Time \_\_\_\_\_

Reported to Transportation Department? Yes or No Time \_\_\_\_\_

Fanning Parents Notified? Yes or No

Time Fanning Parents Notified \_\_\_\_\_ A.M. or P.M. (Circle)

What were Fanning Parents told as to what the problem is and when the bus would arrive?

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Briefly Describe the Bus Problem and Action Taken

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Final Bus Arrival Time \_\_\_\_\_ A.M. or P.M

Bus Regular Arrival Time \_\_\_\_\_ A.M. or P.M

Reported by \_\_\_\_\_