## School Bus Accident Report Form

<table>
<thead>
<tr>
<th>School District:</th>
<th>Date:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Bus Information:</th>
<th>Year:</th>
<th>Chassis:</th>
<th>Body:</th>
<th>Type:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Bus Driver Name:</th>
<th>Drivers License Number</th>
<th>Age</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Gender</th>
<th>School Bus Driver Charged</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Date of Accident:</th>
<th>Day of Week:</th>
<th>Time of Accident:</th>
<th>A.M. or P.M.</th>
</tr>
</thead>
</table>

### Location of Accident:

- Number of students aboard bus at the time
- School bus use at the time of accident:
  - Regular Route
  - Exceptional/ED
  - Activity Trip
  - Other

### I. Type of Accident

- Collision between two vehicles
- Non-collision such as over-turned bus
- Pedestrian
- Other (collision with other objects such as a tree, light pole)

#### Specify object (list):

### II. Accident Resulted in:

1. **Bus Driver**
   - Fatality
   - Serious injury
   - Minor injury

2. **Bus aide**
   - Fatality
   - Serious injury
   - Minor injury

3. **Student**
   - Fatality
   - Serious injury
   - Minor injury

4. **Occupant of other vehicle**
   - Fatality
   - Serious injury
   - Minor injury

5. **Did injury or fatality occur in the loading/unloading zone?**
   - Yes
   - No

   **If yes, was the student hit by bus or other vehicle?**

### III. Property Damage

- Less than $500.00
- More than $500.00

### IV. Bus Accident Direction Analysis:

- Loading
- Unloading
- Turning left
- Turning right
- Changing lanes
- Backing
- Stopped at train tracks
- Moving forward
- Other (specify)

### V. Contributing circumstances as noted on Investigating Officers Report as pertain to the bus:

#### (check each applicable Box)

- Speed
- Defective equipment
- Improper stop in roadway
- Other (Specify below)

- Passed sign
- Careless driving
- Drove to left of center

- Failed to yield
- Backing
- Followed too closely

- Improper lane change
- Disregard traffic signal
- Improper turn

- Improper parking
- Following too closely
- Improper stop in roadway

- Defective road surface
- Improper u turn
- View obstructed by object (tree, fence, shrubbery, etc.)

### VI. Weather condition:

- Clear
- Rainy
- Fog
- Snow
- Sleet
- Other

**Written description of weather:**

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

### VII. Use second page to show direction and positions of vehicles involved, designating clearly the point of contact.

**Report completed by:**

(PLEASE PRINT YOUR NAME, POSITION, AND TELEPHONE NUMBER)

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This form must be completed and returned to:

Mississippi Department of Education/Division of Pupil Transportation
Post Office Box 771
Jackson, MS 39205-0771