

School Bus PDP | Elementary | Level 1

All bus referrals should be handled as office managed referrals. Please enter all bus referrals in Review360.

Level 1 Code	Infraction	Definition	1st Occurrence	2nd Occurrence	3rd Occurrence	4th Occurrence	5th Occurrence	6th Occurrence	7th Occurrence
1	Aiding Others	A person who assists in or supports the commission of an offense and who usually has knowledge before or after the fact. This includes, but is not limited to: inciting a fight, impeding school officials from reaching a fight, recording a fight, and posting videos of a fight on a social media site	Reteach, Parent Contact	Reteach, Parent Contact, Letter of Apology, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 5 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	Consult with Level Leader
3	Bite/Pinch/Spit	To cut, wound, or tear with the teeth; to constrict or squeeze painfully; to eject saliva from the mouth	Reteach, Parent Contact	Reteach, Parent Contact, Letter of Apology, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 5 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
220	Computer Violation – Non-criminal	Unauthorized or inappropriate use of computers or use of computer resources without permission; unauthorized modifications of school system computers that do not permanently damage the system resources	Reteach, Parent Contact	Reteach, Parent Contact, Letter of Apology, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 5 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
4	Contraband	Related to the possession or viewing of items considered to be unsuitable for school or school-related activities (magazines, materials to promote discriminatory practices/speech, chemicals, dice, lighters, etc.)	Reteach, Parent Contact	Reteach, Parent Contact, Letter of Apology, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 5 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
420	Disrespect	Demeaning or discriminatory language and/or insult towards an adult, guest, or staff member including, but not limited to any verbal, written, or electronic communication	Reteach, Parent Contact	Reteach, Parent Contact, Letter of Apology, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 5 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
400	Excessive Noise	Any loud sound that is unnecessary or interferes with one's hearing; senseless shouting or outcry	Reteach, Parent Contact	Reteach, Parent Contact, Letter of Apology, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 5 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
290	Obscene Gesture	A movement or position of the hand, arm, body, head, or face that is expressive of an offensive idea, opinion, and emotion	Reteach, Parent Contact	Reteach, Parent Contact, Letter of Apology, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 5 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
200	Off-Limits	To be present in an unauthorized location	Reteach, Parent Contact	Reteach, Parent Contact, Letter of Apology, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 5 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
2	Other Offense (Stealing)	To steal or possess property without the permission of the owner under \$100	Reteach, Parent Contact	Reteach, Parent Contact, Letter of Apology, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 5 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
330	Phone (Electronic Device) Violation	Failure to adhere to the authorized use outlined in the school/district's electronic device policy in the classroom, hallway, or on the school bus	Reteach, Parent Contact	Reteach, Parent Contact, Letter of Apology, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 5 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
23	Property Misuse	Minor damage or defacement of property belonging to the school or others	Reteach, Parent Contact	Reteach, Parent Contact, Letter of Apology, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 5 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	

School Bus PDP | Elementary | Level 2

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Level 2 Code	Infraction	Definition	1st Occurrence	2nd Occurrence	3rd Occurrence	4th Occurrence	5th Occurrence
680	Alcohol/Liquor Law Violation	Violation of laws prohibiting sale, purchase, barter, transportation, possession, distribution, consumption, or being under the influence of alcoholic beverages	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	Consult with Level Leader
530	Bribery	Offering, giving, receiving, or soliciting of money or other items of value to sway the judgment or action of a person	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
407	Confrontation/Altercation	An exchange of words between students resulting in conflict; a heated or angry dispute; a noisy argument or controversy	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
7	Disrupting Class (Bus) i.e. horseplay	Behavior that interferes with instruction, learning, and a safe and orderly environment which includes, but not limited to, chronic talking, throwing objects, horseplay, running, teasing, refusal to remain in seat, rude noises, selling items on campus, etc	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
575	Drug Usage	The use of any chemical compound or material which is categorically not permitted on school grounds or at school related activities such as prescription or non-prescription medication; being under the influence of unauthorized legal or any illegal substances	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
9	Fighting	Mutual participation in an incident involving physical violence where there is no major injury	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
10	Fireworks	Possession and/or detonation of an explosive pyrotechnic device that makes a display of light or noise on school property but does not cause harm to others	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
11	Forgery	Purposely signing another person's name or altering, copying, or imitation of something, without authority or right, with the intent to deceive or defraud by passing the copy or thing altered or imitated as that which is original or genuine; or the selling, buying, or possession of an altered, copied, or imitated thing with the intent to deceive or defraud	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
12	Harassment	Any insulting or dehumanizing action which negatively impacts another person's (student or staff) emotional or mental well being. This could be in person or with technology (email, blogs, texting, social media, chat rooms, sexting, instant messaging, video voyeurism, etc)	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
14	Hit/Kick/Push	To deal a blow to, come in to contact with, or strike; to strike with foot or feet; to apply pressure against for the purpose of moving	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
620	Fraud	Deceiving another usually to obtain property or services from him or her unjustly	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
630	Gambling	Betting on a game of chance or an activity where money is exchanged.	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
22	Inappropriate Physical Contact	Touching another person in an unsuitable or improper manner for the location, setting, or activity	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
19	Indecent Exposure	The deliberate exposure in public of one's genitalia or private area(s) of one's body	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
20	Major Disruption	Behavior that interrupts the learning environment for a specific period of time in a confined area (includes throwing furniture and destroying classroom)	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	

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Level 2 Code	Infraction	Definition	1st Occurrence	2nd Occurrence	3rd Occurrence	4th Occurrence	5th Occurrence
290	Obscene Gesture	A movement or position of the hand, arm, body, head, or face that is expressive of an offensive idea, opinion, and emotion	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	Consult with Level Leader
710	Pornography	Possession, manufacturing, or distribution of sexually explicit/obscene material	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
210	Profanity	Abusive, vulgar, or irreverent language, swearing, cursing, foul speech, or speech that shows disrespect or dishonor toward another	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
270	Refusal to Obey/Defiant i.e. failure to comply	Refusing to follow a request or a specific direction/instruction of an adult, posted sign/notice, or campus safety procedure (e.g. propping open doors or gates, not listening during a drill or emergency) through disobedience, defiance, unruliness, or noncompliance	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
25	Sexual Violation	Acts that are overtly sexual in nature including masturbation, most consensual intercourse and oral sex	Reteach, Parent Conference, 1 Day Bus Suspension Notify Law Enforcement	Reteach, Parent Conference, 3 Day Bus Suspension Notify Law Enforcement	Reteach, Parent Conference, 10 Day Bus Suspension Notify Law Enforcement	Reteach, Parent Conference, 20 Day Bus Suspension Notify Law Enforcement	
740	Stolen Property	Having in possession goods obtained by larceny, by stealing, by robbing, by theft; something unlawfully taken from its rightful owner (Less than \$2000 in damages. Greater than \$2000 moves to Level 3 offense-larceny/theft)	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
27	Threat	Making statements or gestures of intent to do physical harm to a staff member or student	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
230	Tobacco	Possession and/or use of cigarettes, cigars, and/or other tobacco products; possession and/or use of smokeless products, electronic cigarettes, and vaporizers	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
750	Trespassing	Being on school property or at a school sponsored event without permission, including while on suspension or after expulsion; entry of a structure without intent to commit a serious crime or theft	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
390	Unauthorized Device	Failure to adhere to the authorized time of use outlined in the school's electronic device policy. This includes possession of an item at unauthorized times; including, but not limited to, laser pointer, camera, cell phone, tablets, drones, etc	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
29	Urination	Willfully urinating on school property or another student's property (shoes, floor, walls, bus, etc.)	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	
760	Vandalism	Willfully or maliciously destroying, damaging, or defacing real or personal property. (Less than \$500 in damages is Level 2. Greater than \$500 moves to Level 3 offense.)	Reteach, Parent Conference, 1 Day Bus Suspension	Reteach, Parent Conference, 3 Day Bus Suspension	Reteach, Parent Conference, 10 Day Bus Suspension	Reteach, Parent Conference, 20 Day Bus Suspension	

School Bus PDP | Elementary | Level 3

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Level 3 Code	Infraction	Definition	1st Occurrence
500	Arson	Any willful and malicious burning of any part of a dwelling, structure, building, or conveyance	Refer to the CCSD PDP
510	Assault, Aggravated	An unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness. This category includes attempted murder. A weapon can be a commonly known weapon, such as a gun or knife, or any other item, which, although not usually thought of as a weapon, becomes one when used in a manner that could cause severe bodily injury (e.g., baseball bat, metal chain, large stick). A "severe laceration" is one that should receive medical attention. A "loss of consciousness" must be the direct result of force inflicted on the victim by the offender	
520	Assault, Simple	An unprovoked physical attack by one person upon another where the offender neither uses nor displays a weapon and the victim does not suffer obvious severe or aggravated bodily injury	
260	Bomb Threat	Indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity	
651	Bullying	A deliberate, repeated act with intention to hurt, insult, or threaten another person in school, on school grounds, in school vehicles, or at school events. A gesture, an electronic communication, or a written, verbal, physical, or sexual act that takes place on school property, at any school-sponsored function where the school is responsible for the child or on a school bus or other school-related vehicle, at an official school bus stop and that: a) a reasonable person should know, under the circumstances, that the act(s) will have the effect of harming a student, physically or emotionally, or damaging the student's property, or placing a student in reasonable fear of harm to his person or damage to his property; or b) has the effect of insulting or demeaning any student or group of students in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school. (Due to Race of Victim, Disability of Victim, Gender of Victim, Religion of Victim, Due to National Origin of Victim, Due to Sexual Orientation of Victim or Other/Unknown)	
540	Burglary	Unlawful entry or attempt to unlawfully enter a building or other structure with the intent to commit a felony or theft	
700	Computer Violation-Criminal	Using school technology to commit a criminal act such as hacking into servers, piracy, altering school data, etc.; purposely damaging school system computer resources	
652	Cyber Bullying	Refer to Definition for Bullying (651) / Bullying that takes place over digital devices such as cell phones, computers, and tablets. Cyberbullying can occur through SMS, text, and apps, or online in social media, forums, or gaming where people can view, participate in, or share content. Cyberbullying includes sending, posting, or sharing negative, harmful, or false, content about someone else. It can include sharing personal or private information about someone else causing embarrassment or humiliation.	
560	Disturbing School (Bus)	Behavior that disturbs the learning environment or school sponsored event for a significant number of students for an extended period of time and requires the intervention of a number of staff members	
570	Drug Distribution	It is unlawful for any person (1) to manufacture, distribute, dispense, deliver, or purchase; or to aid, abet, attempt, or conspire to manufacture, distribute, dispense, deliver, or purchase; or to possess with intent to manufacture, distribute, dispense, deliver, or purchase a controlled substance and (2) to create, distribute, dispense, deliver, or purchase; or to aid, abet, attempt, or conspire to create, distribute, dispense, deliver, or purchase; or to possess with intent to distribute, dispense, deliver, or purchase a counterfeit substance	
580	Drug Possession	Possession of an illegal substance represented as drugs, and/or a mood-altering substance (prescription or non-prescription medication)	Consult with your Level Leader
350	Fire Alarm (Emergency Exit)	In the absence of an emergency, to activate or opening the emergency door indicating the presence of a bus emergency	
610	Forced Sexual Offense	Any sexual act directed against another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent. This definition includes forcible rape, forcible sodomy, sexual assault with an object (to use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity), and/or forcible fondling (child molesting)	Refer to the CCSD PDP

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Level 3 Code	Infraction	Definition	1st Occurrence
250	Gang Activity	Any group of individuals or organization, whether formal or informal, which advocate or promote activities threatening the safety or well being of persons or property on school grounds or disrupt the school environment are harmful to the educational process. The existence of such group of individuals associated may be established by evidence of a common name or common identifying signs, symbols, tattoos, graffiti, or attire or other distinguishing characteristics	Refer to the CCSD PDP
640	Homicide	The killing of one human by another, not including manslaughter or attempted murder	
650	Intimidation	Physical, verbal, written or electronic action which immediately creates fear of harm, without displaying weapon and without subjecting the victim to actual physical attack. (This category only includes verbal incident that causes fear. It does not include insubordination, lack of respect, defiance of authority, etc.)-Federal definition-C030. See Threat Assessment Information and Proceed Accordingly.	
660	Kidnap/Abduction	The unlawful seizure, transportation, and/or detention of a person against his or her will or of a minor without the consent of his or her custodial parent(s) or legal guardian. This category includes hostage taking	
670	Larceny/Theft	To steal or possess property without the permission of the owner (Greater than \$2000 in damages)	
690	Non-Forcible Sex Offense	Unlawful, unforced sexual acts or indecent exposure that is overtly sexual in nature, or other sexually inappropriate behavior	
700	Other Offenses- (Serious)	Other acts of criminal conduct as set forth in State and Federal Law not covered in the existing list of codes; includes offense(s) committed off-campus that is deemed serious enough by the principal that the presence of the student is detrimental to the best interest of the school	
730	Robbery	The taking or attempting to take anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm	
13	Sexual Harassment	Any unwelcome sexual advances, requests for sexual favors and other inappropriate verbal, written, electronic or physical conduct of a sexual nature that creates an intimidating, hostile or offensive environment	
25	Sexual Violation	Acts that are overtly sexual in nature including masturbation, most consensual intercourse and oral sex	
789	Weapons - all coded as 789, then sub-code is added	Weapons: Firearms, handguns, rifles, shotguns or bombs (including look-alike); pellet gun, paintball gun, stun gun, BB gun, flare gun, nail gun, or airsoft gun or any other type of weapon, devices or object which may be used to inflict bodily harm or death shall not be allowed on any school district property (including vehicles) or at any school sponsored event. This shall also include, but not limited to, knives, tasers, dirks, slingshots, bludgeons, blackjacks, Chinese star, razors (including straight or retractable razor), ice pick, metal knuckles, box cutters, nunchucks, spiked glove, spiked wristband, any mace derivative, tear gas device, or pepper spray	
780	Weapons: Other Weapons	Pellet gun, paintball gun, stun gun, BB gun, flare gun, nail gun, or airsoft gun or any other type of weapon, devices or object which may be used to inflict bodily harm or death. This also includes, but not limited to tasers, dirks, slingshots, bludgeons, blackjacks, Chinese star, razors (including straight or retractable razor), ice pick, metal knuckles, box cutters, nunchucks, spiked glove, spiked wristband, any mace derivative, tear gas device, or pepper spray	
781	Weapons: Handguns	A handgun with or without ammunition	
782	Weapons: Rifles/Shotguns	A rifle or shotgun with or without ammunition	
783	Weapons: Other Firearms	Devices designed to expel a projectile, grenade, explosive	
784	Weapons: Knife Blade More than 2"	A knife with a blade of more than 2 inches	
785	Weapons: Knife Blade More than 2.5"	A knife with a blade of more than 2.5 inches	
786	Weapons: Knife Blade Less than 2"	A knife with a blade of less than 2 inches	
787	Weapons: Discharged Firearm	A discharged handgun	
788	Weapons: Discharged Firearm	A discharged rifle or shotgun	