



Teacher/ Supervisor Managed
 Disruption
 Defiance
 Disrespect
 Dress Code Violation
 Inappropriate Language
 Property Misuse
 Physical Contact

Sample Interventions
 Seating Change
 Student Conference
 Redirection
 Loss of Privilege
 Apology
 Verbal/Non-Verbal Prompt
 Parent Contact
 Student Contact
 Proximity
 Restitution
 Modify Task

Office Managed
 Chronic Teacher/ Supervisor Managed Behaviors (3 Incident Reports)
 Fighting
 Academic Dishonesty
 Harassment/Bullying
 Abusive Language
 Property Damage
 Theft
 Weapon

Is the behavior Office-Managed?

NO

YES

1st Step: Verbal Warning and Re-State Expectation/Rule

Teacher/ supervisor completes a major discipline referral form and contacts the office.

2nd Step: (Same Behavior) Re-teach expectation and apply intervention in classroom or playground.

Administrator (Principal/AP) speaks to student, determines consequence(s), and does the following:

3rd Step: (Same Behavior) Re-teach expectation Complete minor referral form, log incident and return with parent signature.

Completes Administrator portion of the Incident Report.
 Gives teacher yellow copy of the Incident Report and keeps the white copy in the office.
 Gives pink copy of the Incident Report to the student to bring home and show parent/guardian for a signature.
 Administrative decision continues until parent signature or acknowledgement is received.
 Incident Report logged in Aeries.

4th Step: (Same Behavior) Complete a major discipline referral

Has teacher contacted parent and given 3 minor referrals for the same behavior?

NO

YES

Continue teacher management until 3 minor referrals are collected.

Follow Office Managed steps

