

Discipline Referral Process

Classroom Minor Infractions:

Disobeying classroom/school expectations

Examples:

Sleeping in class

Class disruption

Uncooperative behavior

Willful disobedience

Handled By:

School personnel in charge of the setting in which problem behavior occurs

Procedure:

- 1) Conference with student and restate behavioral expectations.
- 2) Alternate assignment (parent/guardian must sign alternate assignment form). Alternate assignment will be doubled if not completed by assigned date and time.
- 3) Contact parent/guardian to explain the behavioral problem and the discipline consequence(s) if problem continues.
- 4) Office referral (**Teacher Action Taken section on referral must be completed**).

Major Infractions:

4th minor classroom offense or major offense (see DSFH Campus Infraction Chart)

Examples:

Disrespect

Profanity

Threats

Property damage

Alteration of school documents

Fighting

Stealing

Unauthorized area

Handled By:

Administration

Procedure:

*Identify problem and discuss appropriate behavioral expectations.

*Determine appropriate corrective action. Corrective action will be based on the student's developmental level, past history, as well as the frequency and severity of his or her behavior.

*Contact parent either verbally and/or written.

Consequences:

Conference

Recess Detention

Afternoon Detention

Friday Clinic

Suspension

Expulsion