

# Discipline Protocol

## Tardies

### Tier 1 (Universal):

- Daily basis in the classroom
- Use the flowchart to redirect behaviors & for discipline progression
- Use at least 2 interventions with 6 data points each before determining it doesn't work
- Document behavior & interventions on Tier 1 violation paper & in PowerSchool under Submit Log Entry
- Can discuss with teammates any strategies they use that work with specific students
- Can include a call home—but if it works no need to progress
- If a student needs to be removed from the classroom after redirects and agreed intervention. Send down to the Focus Room (ISD) with Tier 1 violation paper document.
- Restorative practices will occur to repair harm, take responsibility & restore back into the community
- Student moved to Tier 2 if there are 2 or more documented referrals.

### Tier 1 (Universal):

- Weekly reports emailed
- Team can decide system for students with 0-2 tardies in a single week (to include all classes). Ex; refer to Tardy University, lunch detention, etc...
- On 3 or more tardies for the week, the teacher calls home & meets with student for a conference

### Tier 2 (Targeted):

- A student is repeatedly not responding to Tier 1 behavior supports in multiple spaces
- Use the flowchart for discipline progression
- Use at least 2 interventions with 6 data points each before determining it doesn't work
- Document behaviors & interventions into PowerSchool under Submit Incident Report with detailed comments including parent contact home
- This stage involves the MTSS team, family, and District Behaviorist
- Document interventions and progress monitor in PowerSchool under the Early Warning Worksheet
- If a student needs to be removed from the classroom—call front office for immediate removal
- Restorative practices will occur to repair harm, take responsibility & restore back into the community
- Student moved to Tier 3 if student continues to get an additional 2-3 referrals with individualized supports.

### Tier 2 (Targeted):

- Team notices a student on the 3+ weekly tardy list for at least 3-44 weeks (do not have to be consecutive)
- Team meets with student and parent (face to face or via phone conference) to create a plan/contract
- Use at least 2 interventions with at least 6 data points each before determining it doesn't work
- Continue Tier 1 consequences
- Document in MTSS spreadsheet

### Tier 3 (Strategic):

- When a student still does not respond to individual supports provided despite parent involvement
- Create behavior plan in PowerSchool & continue to document interventions and behaviors.
- Use at least 2 interventions with at least 6 data points each before determining it doesn't work
- At this point, an office referral may be appropriate when the student breaks expectations set forth in their behavior plan
- Use the flowchart for discipline progression when a Tier 3 incident occurs
- Restorative practices will occur to repair harm, take responsibility & restore back into the community

### Tier 3 (Strategic):

- Student has been on the 3+ tardy list for at least 8 weeks
- Refer student to the Attendance Clerk
- Student may be placed on a Tardy Contract