

Raisin City Elementary School

Homeroom Teacher: _____

SWIS Office Discipline Referral Form

Student _____ Grade _____ Staff reported _____ Date _____ Time _____

Location

- | | | | |
|-------------------------------------|--|--|---|
| ☐ Classroom | ☐ Cafeteria | Restroom ☐ P ☐ U | ☐ Library/computer lab |
| ☐ Hallways | ☐ Bus ☐ Loading Zone | ☐ Office | ☐ Special Event/Field Trip |
| ☐ Playground | ☐ ASP | ☐ Other: _____ | |

Problem Behaviors Circle the most intrusive. Check one to three secondary behaviors if applicable.

MINOR

- ☐ Defiance/ disrespect/ non-compliance
- ☐ Disruption
- ☐ Physical contact
- ☐ Tardy
- ☐ Inappropriate lang.
- ☐ Property misuse
- ☐ Dress code
- ☐ Technology
- ☐ Other: _____

MAJOR

- ☐ Defiance/ insubordination/ non-compliance
- ☐ Disrespect
- ☐ Physical aggression
- ☐ Disruption
- ☐ Abusive lang./ inappr. lang./ profanity
- ☐ Tardy
- ☐ AWOL
- Harassment
 - ☐ disability ☐ race
 - ☐ ethnicity ☐ religion
 - ☐ gender ☐ sexual
 - ☐ physical ☐ other

- ☐ Bullying
- ☐ Fighting
- ☐ Inappropriate location/ out of bounds area
- ☐ Truancy
- ☐ Forgery/ theft/ plagiarism
- ☐ Technology violation
- ☐ Property damage
- ☐ Lying/ cheating
- ☐ Dress code
- ☐ Inappropriate display of affection
- ☐ Other: _____
- ☐ Tobacco ☐ Drugs
- Weapons
 - ☐ Knife : < 6"
 - ☐ Knife : > 6"
 - ☐ gun
 - ☐ other: _____
- ☐ Gang Display
- ☐ Bomb threat/ false alarm
- ☐ Arson

Possible Motivation

- | | | | |
|--|---|---|----------------------------------|
| ☐ Obtain Peer Attention | ☐ Obtain Items/ activities | ☐ Obtain Adult Attention | ☐ Other |
| ☐ Avoid Peer Attention | ☐ Avoid Tasks/ activities | ☐ Avoid Adult Attention | ☐ Unknown |

Others involved:

- ☐ No One ☐ Peers ☐ Teacher ☐ Staff ☐ Substitute ☐ Unknown ☐ Other: _____

Restraint/ Seclusion:

- ☐ None ☐ Restraint ☐ Seclusion ☐ Restraint & Seclusion

Action(s) Taken Circle the most severe. Check one to three secondary behaviors, if applicable.

- | | | | |
|---|---|--|---|
| ☐ Time out/ detention | ☐ Out-of-sch. Susp. <u> </u> days | ☐ Additional attendance | ☐ Expulsion <u> </u> days |
| ☐ Confer. w/ student | ☐ Parent contact | ☐ Bus suspension | ☐ Alternative Placement |
| ☐ In-sch. susp. <u> </u> days | ☐ Time in office | ☐ Restitution | ☐ Action Pending |
| ☐ Loss of privileges | ☐ Individual instruction | ☐ Community service | ☐ Other: _____ |

What happened?

Follow up Agreement

Name: _____ Date: _____

- ☐ Respect
- ☐ Integrity
- ☐ Teamwork
- ☐ Act Responsibly

1. What rule(s) did you break? (Circle)

2. What will you do differently next time?

Student Signature: _____ Adult Signature: _____