

Schoolwide Discipline Plan Grades K - 5

Student's Name:		School:	Grade:
		CODE OF CONDUCT VIOLATION Please add a brief summary	Date of Intervention
1st Violation	Verbal Warning	Violation: Student Signature: _____	
2nd Violation	Written Warning with Parent/Guardian Signature + Teacher Intervention (i.e. withholding a privilege, seat change, time-out in another teacher's room, counseling, written behavior reflection)	Violation: Student Signature: _____	
3rd Violation	Documented Attempt to Contact Parent/Guardian Name of Person Contacted: _____ ☐ Phone _____ ☐ Email _____ ☐ Written Letter Time: _____	Violation: Student Signature: _____	
4th Violation	Counselor/ Social Worker Referral + Documented Attempt to Contact Parent/Guardian Name of Person Contacted: _____ ☐ Phone _____ ☐ Email _____ ☐ Written Letter Time: _____	Violation: Student Signature: _____	
5th Violation	Parent Conference Name of Person Contacted: _____ ☐ Phone _____ ☐ Email _____ ☐ Written Letter Time: _____	Violation: Student Signature: _____	
Office Referral + Required Documentation ☐ Signed Parent Notice ☐ Documentation of Parent Contact ☐ Counselor/Social Worker Referral ☐ Parent Conference Notes			

All Class I Violations should follow the steps and procedures indicated above.

- **The following Class II Violations can be handled in the classroom at the discretion of the teacher:**
 - ○ **2.31: Misuse of Personal Technology Devices**
 - ○ **2.38: Academic Dishonesty**
- **All Class III Violations are immediate referrals and removals by the principal or designee.**
- **A student SHOULD NOT be removed from the classroom until the principal or their designee has been notified and is present to take custody of the student.**

Teacher Signature:

_____ Date:_____

Principal or Designee Signature:

_____ Date:_____