schooltool.com
585.424.3590
250 Alexander Street
Rochester, NY 14607

Discipline Field Granularity

Summary

Districts now have more granular control over fields that can be viewed and/or edited for discipline referrals and classroom incidents.

Details

Districts can now control, for each user group, the permission to view and/or edit various fields on classroom incidents and referrals. To support this higher level of control, new permissions have been added and some existing permissions have been removed.

Considerations

Updated 9/29/2026

Adding Discipline Records

Now that discipline permissions are granular, additional permissions are needed to be able to save discipline records. Any user that should be able to add and save a new discipline record needs the following permissions at a minimum:

- \Discipline\Incident\Classroom or Referral\Add
- \Discipline\Incident\Classroom or Referral\Edit\Description
- \Discipline\Incident\Classroom or Referral\Edit\Location
- \Discipline\Incident\Classroom or Referral\Edit\Offense

Attempting to save a discipline record when the user does not have these permissions at a minimum will result in on-screen validation messages specifying that the field(s) is/are required.

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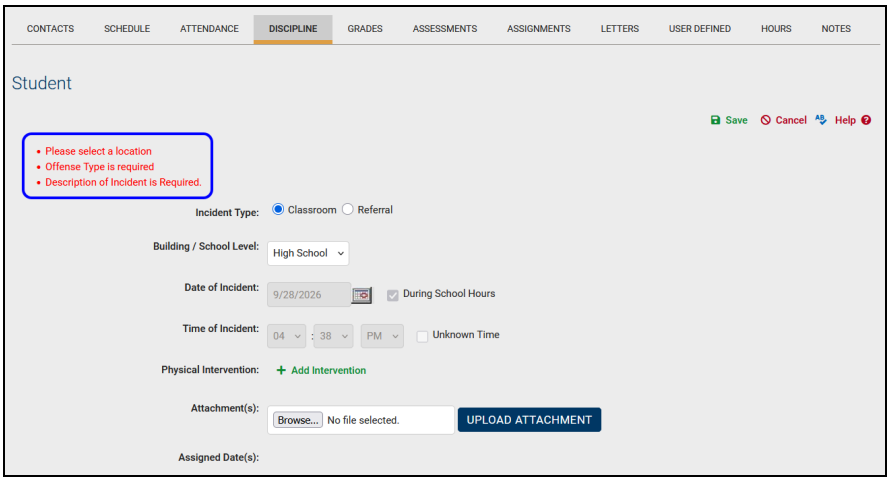
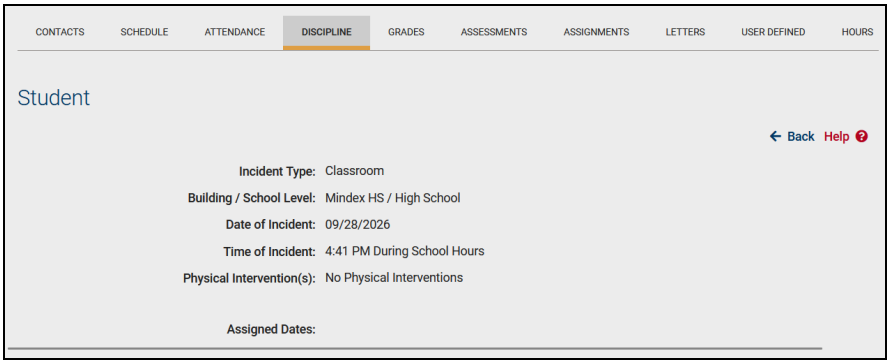


Discipline record Edit screen when only the Add permission is enabled

If the corresponding "View" field-level permissions are not granted, the fields will not appear on the edit screen for the discipline record.

If "Edit" permissions for the Description, Incident, and/or Offense fields are granted but the corresponding "View" permissions have not been granted, a user can edit these fields and save the discipline record but the fields will not display on the summary screen that appears when the record is saved.



Incident Summary screen for a user with Edit permissions but no View permissions

Note: The Date/Time of Incident will always display on the discipline record edit screen and the summary screen.

Viewing and Editing Discipline Records

After a discipline record is submitted, if a user should have access to view or edit the record, provide the appropriate permission to give the desired access.

- \Discipline\Incident\Classroom or Referral\Edit\Enter - shows the "Edit" button which can be used to access the discipline record edit screen.
- \Discipline\Incident\Classroom or Referral\View\Enter - shows the "Details" button which can be used to see the discipline record summary page.

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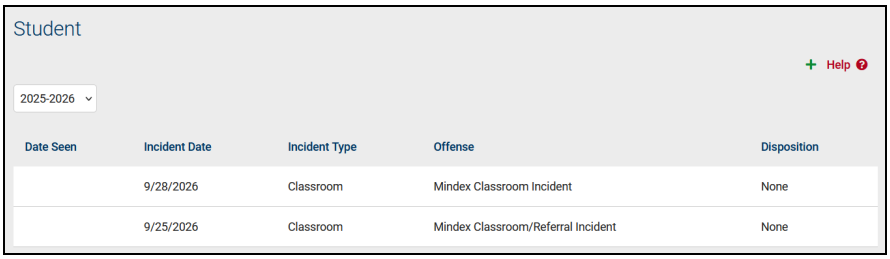
If neither permission is granted, the user will only see columns they have access to with no buttons to click.

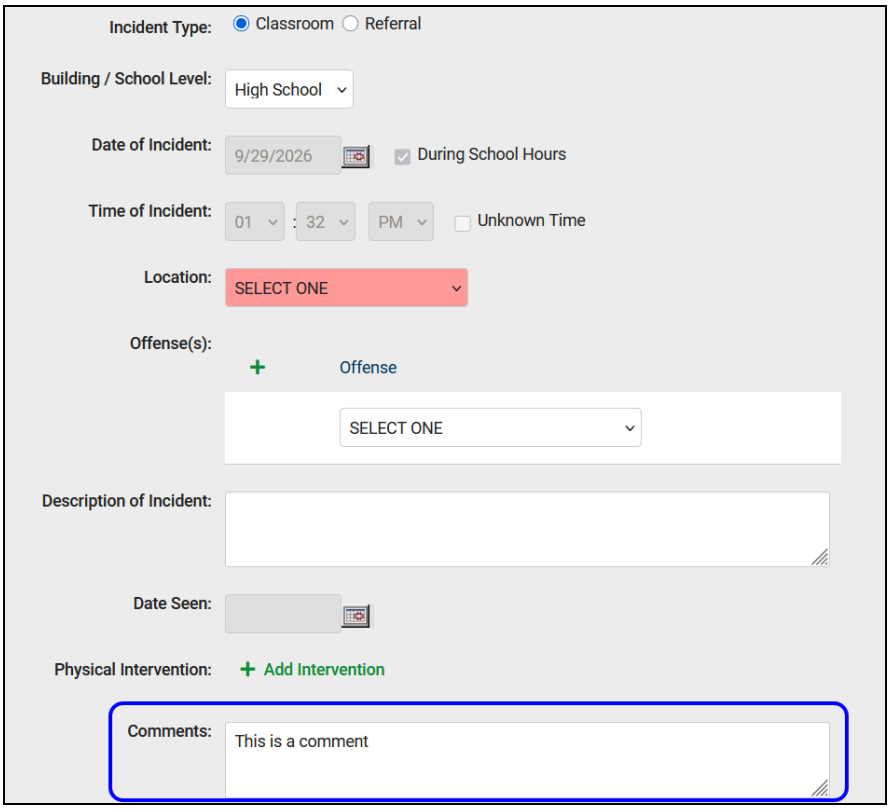


Student record discipline view with no "Enter" permissions

Permission Mismatches

If a user has permission to Edit but not View for a specific field, they will be able to edit the field whenever they are on the discipline record edit screen. When the record saves and the summary page displays, the field that was edited will not be visible as they do not have the view permission.

Example: User has Edit permission for the Comment field so it displays when editing the record.



When the record is saved, the Comment field does not display on the summary page.

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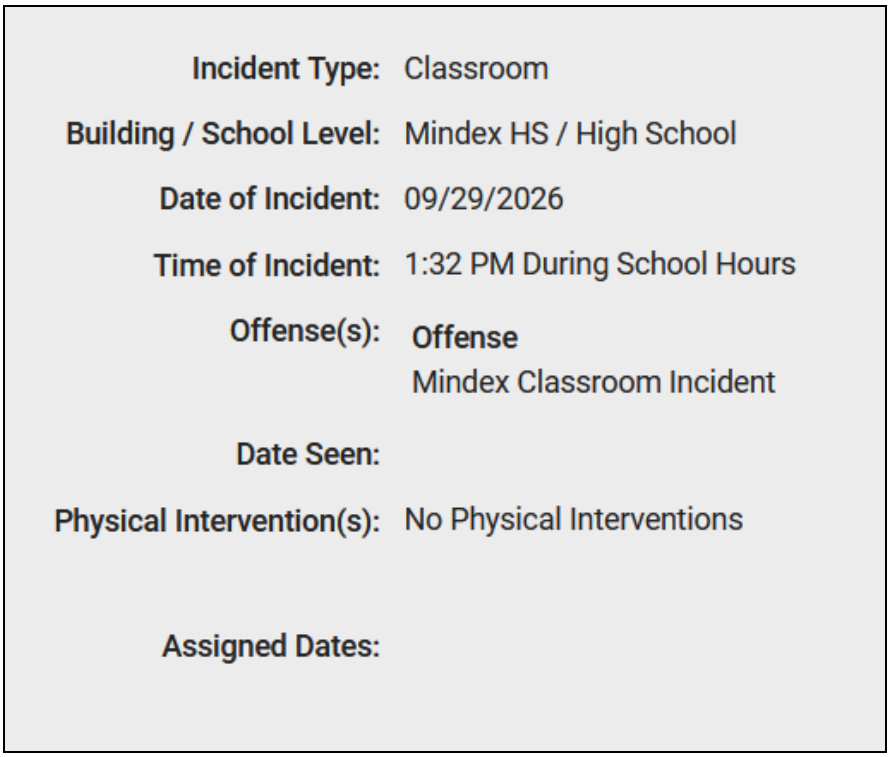
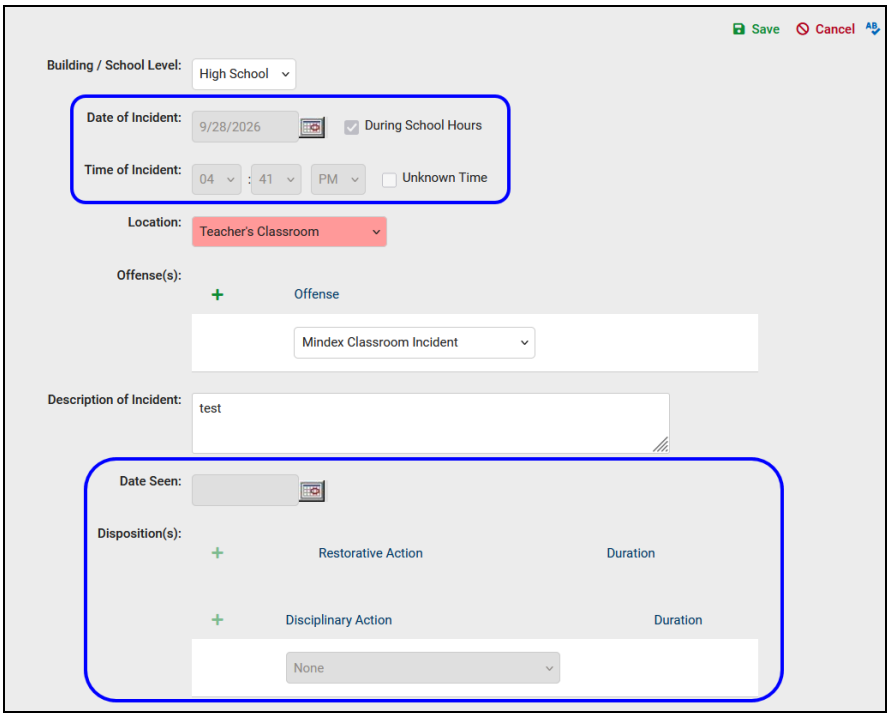


If a user has permission to View but not Edit for a specific field, the field will display when editing the discipline record but it will be grayed out and cannot be edited.



Permissions Removed

The following permissions have been removed:

- \Discipline\Incident\Classroom\Edit
- \Discipline\Incident\Classroom\View
- \Discipline\Incident\Referral\Edit
- \Discipline\Incident\Referral\View
- \Student\Discipline\View Additional Offenders and Victims

The "Edit" and "View" permissions referenced above have been removed and turned into expanding headings. If a user had the "Edit" and/or "View" permissions enabled, the new "Enter" and field-level permissions will be enabled by default upon upgrade. The "Enter" and field-level permissions will be disabled by default for all other users.

The "View Additional Offenders and Victims" permission has been removed and separated into "Offender List" and "Victim List" permissions available for view and/or edit on referrals.

- For any user groups that had the "View Additional Offenders and Victims" permission enabled, the new permissions for "Offender List" and "Victim List" under **\Discipline\Incident\Referral\View** will be enabled by default upon upgrade.
- The permissions for editing the Offender List and Victim List will follow the behavior described above and will default to whatever the **\Discipline\Incident\Referral\Edit** permission was set to prior to upgrade.

Permissions Added

The following permissions have been added:

Permission	Description
\Discipline\Incident\Classroom\View\Enter	Controls the ability to see the "Details" > button for classroom incidents.
\Discipline\Incident\Classroom\View\Comments	Controls the ability to view the Comments field when editing classroom incidents and on the summary page.
\Discipline\Incident\Classroom\View\Date and Time Parent Contacted	Controls the ability to view the Date and Time Parent Contacted field when editing classroom incidents and on the summary page.

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Permission	Description
\Discipline\Incident\Classroom\View\Date Seen	Controls the ability to view the Date Seen field when editing classroom incidents and on the summary page.
\Discipline\Incident\Classroom\View\Description	Controls the ability to view the Description field when editing classroom incidents and on the summary page.
\Discipline\Incident\Classroom\View\Disposition	Controls the ability to view the Disposition field when editing classroom incidents and on the summary page.
\Discipline\Incident\Classroom\View\Location	Controls the ability to view the Location field when editing classroom incidents and on the summary page.
\Discipline\Incident\Classroom\View\Offense	Controls the ability to view the Offense field when editing classroom incidents and on the summary page.
\Discipline\Incident\Classroom\View\Teacher	Controls the ability to view the Teacher field when editing classroom incidents and on the summary page.
\Discipline\Incident\Classroom\Edit\Enter	Controls the ability to access the "Edit" button on a classroom incident when visiting a student record from the My Home > Discipline tab and/or the Discipline > Incidents tab.
\Discipline\Incident\Classroom\Edit\Comments	Controls the ability to edit the Comments field when adding or editing classroom incidents.

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Permission	Description
\Discipline\Incident\Classroom\Edit\Date and Time Of Incident	Controls the ability to edit the date and time of the incident when adding or editing classroom incidents.
\Discipline\Incident\Classroom\Edit\Date and Time Parent Contacted	Controls the ability to edit the Date and Time Parent Contacted field when adding or editing classroom incidents.
\Discipline\Incident\Classroom\Edit\Date Seen	Controls the ability to edit the Date Seen field when adding or editing classroom incidents.
\Discipline\Incident\Classroom\Edit\Description	Controls the ability to edit the Description field when adding or editing classroom incidents.
\Discipline\Incident\Classroom\Edit\Disposition	Controls the ability to edit the Disposition field when adding or editing classroom incidents.
\Discipline\Incident\Classroom\Edit\Location	Controls the ability to edit the Location field when adding or editing classroom incidents.
\Discipline\Incident\Classroom\Edit\Offense	Controls the ability to edit the Offense field when adding or editing classroom incidents.
\Discipline\Incident\Classroom\Edit\Teacher	Controls the ability to edit the Teacher field when adding or editing classroom incidents.
\Discipline\Incident\Referral\View\Enter	Controls the ability to see the "Details" > button for referrals.
\Discipline\Incident\Referral\View\Comments	Controls the ability to view the Comments field when editing referrals and on the summary page.
\Discipline\Incident\Referral\View\Date and Time Parent Contacted	Controls the ability to view the Date and Time Parent Contacted field when editing referrals and on the summary page.

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Permission	Description
\Discipline\Incident\Referral\View\Date Seen	Controls the ability to view the Date Seen field when editing referrals and on the summary page.
\Discipline\Incident\Referral\View\Description	Controls the ability to view the Description field when editing referrals and on the summary page.
\Discipline\Incident\Referral\View\Disposition	Controls the ability to view the Disposition field when editing referrals and on the summary page.
\Discipline\Incident\Referral\View\Location	Controls the ability to view the Comment field when editing referrals and on the summary page.
\Discipline\Incident\Referral\View\Number of non-district offenders	Controls the ability to view the Number of non-district offenders field when editing referrals and on the summary page.
\Discipline\Incident\Referral\View\Number of non-district victims	Controls the ability to view the Number of non-district victims field when editing referrals and on the summary page.
\Discipline\Incident\Referral\View\Offender list	Controls the ability to view the list of offenders when editing referrals and on the summary page.
\Discipline\Incident\Referral\View\Offense	Controls the ability to view the Offense field when editing referrals and on the summary page.
\Discipline\Incident\Referral\View\Staff Involvement	Controls the ability to view the Staff Involvement field when editing referrals and on the summary page.
\Discipline\Incident\Referral\View\Teacher	Controls the ability to view the Teacher field when editing referrals and on the incident summary page.
\Discipline\Incident\Referral\View\Victim list	Controls the ability to view the list of victims when editing referrals and on the incident summary page.

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Permission	Description
\Discipline\Incident\Referral\Edit\Enter	Controls the ability to access the "Edit" button on a referral when visiting a student record from the My Home > Discipline tab and/or the Discipline > Incidents tab.
\Discipline\Incident\Referral\Edit\Comments	Controls the ability to edit the Comments field when adding or editing referrals.
\Discipline\Incident\Referral\Edit\Date and Time Of Incident	Controls the ability to edit the date and time of the incident when adding or editing referrals.
\Discipline\Incident\Referral\Edit\Date and Time Parent Contacted	Controls the ability to edit the Date and Time Parent Contacted field when adding or editing referrals.
\Discipline\Incident\Referral\Edit\Date Seen	Controls the ability to edit the Date Seen field when adding or editing referrals.
\Discipline\Incident\Referral\Edit\Description	Controls the ability to edit the Description field when adding or editing referrals.
\Discipline\Incident\Referral\Edit\Disposition	Controls the ability to edit the Disposition field when adding or editing referrals.
\Discipline\Incident\Referral\Edit\Location	Controls the ability to edit the Location field when adding or editing referrals.
\Discipline\Incident\Referral\Edit\Number of non-district offenders	Controls the ability to edit the Number of non-district offenders field when adding or editing referrals.
\Discipline\Incident\Referral\Edit\Number of non-district victims	Controls the ability to edit the Number of non-district victims field when adding or editing referrals.

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Permission	Description
\Discipline\Incident\Referral\Edit\Offender list	Controls the ability to edit the list of offenders when adding or editing referrals.
\Discipline\Incident\Referral\Edit\Offense	Controls the ability to edit the Offense field when adding or editing referrals.
\Discipline\Incident\Referral\Edit\Staff Involvement	Controls the ability to edit the Staff Involvement field when adding or editing referrals.
\Discipline\Incident\Referral\Edit\Teacher	Controls the ability to edit the Teacher field when adding or editing referrals.
\Discipline\Incident\Referral\Edit\Victim list	Controls the ability to edit the list of victims when adding or editing referrals.

The chart below provides a summary of various functionality and the permission(s) needed to perform the functionality.

Functionality	Permission(s) Needed
See the "Details" > button for a classroom incident and/or a referral	\Discipline\Incident\Classroom\View\Enter \Discipline\Incident\Referral\View\Enter
See the "Edit" button for a classroom incident and/or a referral	\Discipline\Incident\Classroom\Edit\Enter \Discipline\Incident\Classroom\Edit\Enter
Create and Save a new incident (classroom incident or referral)	\Discipline\Incident\Add \Discipline\Incident\Classroom or Referral\Edit\Location \Discipline\Incident\Classroom or Referral\Edit\Offense \Discipline\Incident\Classroom or Referral\Edit\Description
View the following information when editing a classroom incident and on the summary screen: • Teacher • Location • Offense • Description • Date Seen	\Discipline\Incident\Classroom\View\ • Teacher • Location • Offense • Description • Date Seen • Disposition

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Functionality	Permission(s) Needed
• Disposition • Date/Time Parent Contacted • Comments	• Date/Time Parent Contacted • Comments
View the following information when editing a referral and on the summary screen: • Teacher • Location • Offense • Description • Date Seen • Disposition • Staff Involvement • Date/Time Parent Contacted • Comments • Number of Non-District Victims • Number of Non-District Offenders • Victim List • Offender List	\Discipline\Incident\Referral\View\ • Teacher • Location • Offense • Description • Date Seen • Disposition • Staff Involvement • Date/Time Parent Contacted • Comments • Number of Non-District Victims • Number of Non-District Offenders • Victim List • Offender List

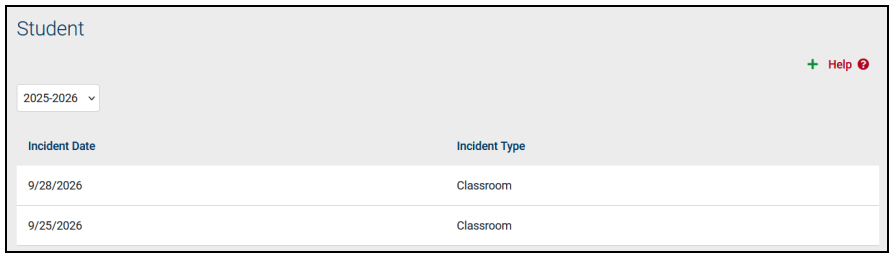
Additional Information

Student Record Discipline List

Users must be granted the following permissions to see the corresponding column headings on the My Home > Discipline or Discipline > Incidents tab in a student record.

- \Discipline\Incident\Classroom or Referral\View\Date Seen
- \Discipline\Incident\Classroom or Referral\View\Offense
- \Discipline\Incident\Classroom or Referral\View\Disposition

If these View permissions are not granted, the only headings visible on the tabs mentioned are the Incident Date and Incident Type columns.



Student record discipline list view when none of the column "View" permissions are granted

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Discipline Batch Selector Term

If a user does not have permission to view offenses or dispositions, the drop-down(s) will be grayed out and the default option of Any will be selected for those drop-downs.

Referral Report

The Referral Report respects the "View" permissions. For any fields that "View" permission is not granted for, the report will show the label with no information.

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