

Parents/Guardians, This is a copy of our discipline referral protocol.

Staff Directions: Before sending an office referral, all tasks in the WARNING and MINOR columns must be completed unless it is automatically a major offense. Each documentation must include the date and any other specific documentation in red print. A warning is a friendly reminder and opportunity to reteach the expectation. Majors will result in an automatic office referral that will include a parent contact and consequence based on district policy or discretion of administration.

OFFENSE	WARNING Use Behavior Matrix to reteach	MINOR Teacher assigns own consequence.	MAJOR Parent Notification and District Policy is followed.
Inappropriate Language <i>Profanity or offensive/unacceptable word choice.</i>	<input type="checkbox"/>	<input type="checkbox"/> Classroom Consequence <input type="checkbox"/> Parent Phone Call	<input type="checkbox"/>
Physical Contact <i>Rough play, respecting others' personal space.</i>	<input type="checkbox"/>	<input type="checkbox"/> Classroom Consequence <input type="checkbox"/> Parent Phone Call	<input type="checkbox"/>
Fighting/Physical or Verbal Aggression <i>Physical contact (hitting, kicking, touching etc...) or any verbal threat creating an unsafe climate.</i>			<input type="checkbox"/>
Defiance/Noncompliance <i>(Passive, refusal to participate)</i>	<input type="checkbox"/>	<input type="checkbox"/> Parent Phone Call	<input checked="" type="checkbox"/>
Disrespect/Defiance <i>Ignoring any reasonable request of the adult in charge or not following established classroom rules.</i>	<input type="checkbox"/>	<input type="checkbox"/> Classroom Consequence <input type="checkbox"/> Parent Phone Call	<input type="checkbox"/>
Disruption <i>Behavior that interferes with instruction and/or with the learning of others. (Noises, talking etc...)</i>	<input type="checkbox"/>	<input type="checkbox"/> Classroom Consequence <input type="checkbox"/> Phone Call Home	<input type="checkbox"/>
Disrespect/Harassment/Bullying <i>Verbal or physical threats based on ethnicity, disability, gender, religion, cultural or other personal characteristics toward a staff member or student.</i>	<input type="checkbox"/>	<input type="checkbox"/> Classroom Consequence <input type="checkbox"/> Phone call home	<input type="checkbox"/>
Property Damage/Vandalism			<input type="checkbox"/>
Theft			<input type="checkbox"/>
Lying/Cheating		<input type="checkbox"/> Phone Call Home	<input type="checkbox"/>
Technology Misuse <i>Use of technology, personal or school, in an inappropriate way without teacher permission. (unapproved website, cell phone, camera etc...) *Teachers are expected to use/check Go Guardian.</i>			<input type="checkbox"/>
Possession of Controlled/Illegal Item			<input type="checkbox"/>

Pawnee Heights Schools

UNIFIED SCHOOL DISTRICT NO. 496

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Parents and Guardians.

Our mission is to provide a safe, productive and effective learning environment and positive school experience for every student. Communication and teamwork is key to developing all of our students into responsible and respectful students. In fact, we have developed district wide behavior expectations and have identified certain behaviors as minors and majors. These expectations will be explicitly taught at the beginning of the school year with a review after winter break.

Positive behavior reinforcements, as well, are utilized to encourage positive behaviors. Each classroom teacher has a program in place to reward those students that do not earn any consequences beyond a warning either weekly or quarterly.

Everyone makes mistakes and that is why each student will be given a warning for each minor infraction. A **warning** is simply a *friendly reminder and opportunity to reteach* the expectation. If the behavior continues, however, a classroom consequence and parent phone call home will be implemented by the staff member. Classroom consequences may result in a recess or lunch detention with a written self-reflection over the undesired behavior. If the minor behavior continues, an office referral will be sent to the administration. Some infractions are majors which is an automatic office referral. Major infractions will result in a phone call home and consequence(s) that follow the district policies.

If you would like to be notified when your child has received a **warning** (reteaching) please fill out the form below and that request will be sent to each of your child's teachers. Thank you for supporting our efforts in keeping Pawnee Heights a safe and productive learning environment. Please return this form to the secretary before leaving enrollment to opt in or opt out of being notified when your child receives a warning.. Otherwise, you will be notified after the second offense before it becomes an office referral.

School Year: **2023-2024**

- I **opt out** of being notified when my child receives a **warning**. I understand I will be notified when my child's behavior reaches the **minor/second offense** status.
- I **opt in** to be notified each time my child receives a **warning/reteaching** either by
 - Email** _____
 - or
 - Phone call** _____

Student Name _____

Parent/Guardian Name _____