

Helen Thompson Elementary School

SCHOOL RULES: *Be safe. Be respectful. Be responsible. Be kind.*

Gr. 3-5

Behavior	First Referral	Second Referral	Third Referral	Fourth Referral
TEASING Name calling Making fun of Causing hurt feelings Inappropriate language Rumor spreading	Warning Fill out documentation	Fill out documentation Parent contact Apology of Action	Fill out documentation Parent contact 1 lunch/recess	Fill out documentation Parent contact Guidance referral 2 lunch/recess
PHYSICAL CONTACT Pushing Tripping Kicking General hands-on	Fill out documentation Parent contact	Fill out documentation Parent contact Think Sheet 1 lunch/recess	Fill out documentation Parent contact Guidance referral 2 lunch/recess	Fill out documentation Parent contact 1 in-school suspension (Possible out of school suspension)
DEFIANCE/DISRESPECT/ DISRUPTION Non-compliance Abusive/inappropriate language Profane language Property damage	Fill out documentation Parent contact 1 lunch/recess (Student may be immediately removed from the setting)	Fill out documentation Parent contact Guidance referral Think Sheet 1 in-school suspension	Fill out documentation Parent contact 2 in-school suspension (Possible out of school suspension)	Fill out documentation Parent contact Out of school suspension (1-3 days and re-entry meeting)
PHYSICAL VIOLENCE Fighting/threats/ intimidation/assault against students or staff Including but not limited to: throwing objects, spitting, hair pulling, choking, biting, punching, kicking	Fill out documentation Parent contact 1 in-school suspension (Possible out of school suspension)	Fill out documentation Parent contact Guidance referral 2 in-school suspensions (Possible out of school suspension)	Fill out documentation Parent contact Out of school suspension (1-3 days and re-entry meeting)	Fill out documentation Parent contact Out of school suspension (1-3 days and re-entry meeting) Meet with Student Resource Officer

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Gr. PreK-2

Behavior	First Referral	Second Referral	Third Referral	Fourth Referral
TEASING Name calling Making fun of Causing hurt feelings Inappropriate language Rumor spreading	Warning Fill out documentation	Fill out documentation Parent contact	Fill out documentation Parent contact Apology of Action	Fill out documentation Parent contact Guidance referral 1 lunch/recess
PHYSICAL CONTACT Pushing Tripping Kicking General hands-on	Fill out documentation Parent contact	Fill out documentation Parent contact 1 lunch/recess	Fill out documentation Parent contact Guidance referral 2 lunch/recess	Fill out documentation Parent contact 1 in-school suspension (Possible out of school suspension)
DEFIANCE/DISRESPECT/ DISRUPTION Non-compliance Abusive/inappropriate language Profane language Property damage	Fill out documentation Parent contact (Student may be immediately removed from the setting)	Fill out documentation Parent contact Guidance referral 1 in-school suspension 1 lunch/recess	Fill out documentation Parent contact 2 in-school suspension (Possible out of school suspension)	Fill out documentation Parent contact Out of school suspension (1-3 days and re-entry meeting)
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