

Classroom Management Incident Report

Wellpinit Elementary School

Student's Name: _____

Grade: _____

Offense:	Disruption of Classroom	Defiance/noncompliance	Inappropriate Language	Physical Contact
	<input type="checkbox"/> Off Task <input type="checkbox"/> Sleeping <input type="checkbox"/> Out of Assigned Area <input type="checkbox"/> Interrupting Teacher <input type="checkbox"/> Making Noises <input type="checkbox"/> Annoying Others	<input type="checkbox"/> Work Refusal <input type="checkbox"/> Failure to Follow Computer Rules <input type="checkbox"/> Failure to Comply with Adult Request <input type="checkbox"/> Cheating	<input type="checkbox"/> Cursing Quietly to Self <input type="checkbox"/> Gestures <input type="checkbox"/> Teasing (i.e., butthead, loser, dummy) <input type="checkbox"/> Negative words (i.e., this is stupid)	<input type="checkbox"/> Roughhousing <input type="checkbox"/> Touching Without Permission (i.e., in personal space)
Location:	Classroom: _____	Bathroom: U D	Hallway: U D	Cafeteria Gym
	Bus	Playground	Court:	Other:

Referred by: _____

Prior to a Discipline Referral being written, 3 minor offensives of the same behavior must be documented on this form by the classroom teacher. Please attach this form to a Discipline Referral when completed. Pull out teachers: fill out first/second/or third offense, place in teacher's mailbox.

First Offense:

Have conference with student and state the behavior. Review expected RAP behavior and tell the student if the behavior does not improve there will be a classroom consequence. Provide classroom redirection strategy.

Document the conference: Date: _____ Time: _____

Teacher Actions: _____

Possible Motivation: _____

Second Offense:

State the behavior, review expected RAP behavior and give a classroom consequence. Inform student that if the behavior does not change parents/guardian will be called.

Document the conference: Date: _____ Time: _____

Teacher Actions: _____

Possible Motivation: _____

Third Offense:

State the behavior and hold a conference with the parent/guardian in person, by phone, or letter sent either certified mail or hand delivered. You must talk with the parent/guardian. A message or note home with student is not a conference. Inform parent that if the behavior does not change a Discipline Referral will be written and the behavior will become office handled.

Document the conference: Date: _____ Time: _____

Teacher Actions: _____

Teacher 's Signature: _____

WELLPINIT ELEMENTARY SCHOOL REFERRAL

Student: _____

Date: _____

Referred by: _____

Aprox. Time: _____

Location: Classroom: _____ Cafeteria Gym Playground Hallway : U D
Bathroom: U D Bus Other _____ Court

This discipline referral is for documentation of any such continuous, reoccurring, dangerous, or other classified as major behaviors requiring transfer from classroom management to office management.

Major Behavior (Check the most intrusive behavior):

Disruption of Classroom

(After receiving 1 or more completed MIRs (3 offensives))

- Continuous Interruptions of Teacher
- Continuous Annoying of Others
- Throwing/Slamming Materials
- Yelling, Screaming

Defiance/Non-Compliance

(After receiving 1 or more completed MIRs)

- Continuous Failure to Comply with Adult Request
- Continuous Failure to Follow Computer Rules
- Arguing
- Continuous Refusal to Complete Work
- Continuous Occurrences of Cheating
 - Safety: _____

Inappropriate Language

- Cursing at a Person
- Racially/Sexually Charged Language
- Gang Gestures

Physical Aggression

- Threatening
- Pushing/Shoving
- Hitting
- Kicking
- Assault
- Sexual Assault

Possession/Use of Substances

- Illegal Substances
- Tobacco
- Medication
(non-assigned prescription)

Harassment/Bullying/Intimidation

- District Definitions of HIP
 - Physical
 - Verbal
 - Disability
 - Sexual Harassment
 - Racial

Other Offenses

- Weapons
 - Firearms
 - Knives
 - Other
- Theft
- Property Destruction
- Damage to District Technology

Bus Offenses

- Standing while in transit
- Food and/or drink
- Throwing trash
- Changing seats while in transit
- Other _____

Possible Motivation

- Obtain peer attention
- Obtain adult attention
- Obtain items/activities
- Don't know
- Avoid tasks/activities
- Avoid peer(s)
- Avoid adult(s)
- Other

Others Involved

- None
- Peers
- Staff
- Teacher
- Substitute
- Unknown
- Other _____

Administrative Action

- Time Out option
- Lunch Detention
- Afterschool Detention
- Restorative Practice
- Loss of privilege
- Parent contact
- Individualized instruction
- Out-of-school suspension
- Conference with student
- Afterschool Detention
- Other _____

Description of Incident
