

Example Discipline Referral Process

This document provides an example discipline referral process from a Michigan school.

Elementary Discipline Referral Process	Minor Problem Behaviors	Major Staff Managed Behaviors	Major Office Managed Behaviors
Behavior	Running Loud voice/yelling Off-task behavior Name calling Out of seat Disruptive Breaking cafeteria rules Breaking playground rules Inappropriate behavior in the bathroom	Defiance Disrespect Disruption Inappropriate Language Physical Contact/Aggression Property Misuse Lying/Cheating	Abusive Language Bullying Defiance Disrespect Disruption Fighting Physical Aggression Property Damage/Vandalism

Elementary Discipline Referral Process	Minor Problem Behaviors	Major Staff Managed Behaviors	Major Office Managed Behaviors
Addressing the Behavior	Teacher handled using classroom management strategies such as: <ul style="list-style-type: none"> • Redirect to correct behavior • Proximity control • Nonverbal cue • Private conference with student • In-class modified seating • In-class time out • Review teaching matrix • Student self-assessment • Loss of privilege 	Discipline referral form completed Teacher handled using classroom management strategies such as: <ul style="list-style-type: none"> • Student self-assessment • Reteach expected behavior • Time away from classroom • Parent contact • Lunch detention • Student conference • Loss of privilege 	Discipline referral form completed Office managed using strategies such as: <ul style="list-style-type: none"> • Time away in office • Parent contact • Lunch detention • Loss of privilege • In-school suspension • Out of school suspension • Student and parent conference

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