

Date of Report:_____

Add
Logo

School: Pacific South Student Incident Report

Reporter: First Name:_____ Last Name: _____

Email Address: _____

Directions: List the people involved in the blank boxes.

<u>OFFENDER</u>	<u>VICTIM</u>	<u>WITNESS (if needed)</u>
Person(s) who is being disrespectful with words or actions.	Person(s) who the offender is disrespecting/hurting with words or actions.	Person(s) who are NOT INVOLVED with being disrespectful or getting hurt.

Description of the incident: (describe the incident including when and where)

Any additional information that is pertinent to the incident:

Behavior Level:

Description of Behavior:

Suggested Consequence (optional):

File Name:

Send to (School Administrator POC Email Address):

Admin Section Only:

Counseled by Admin/Warning of subsequent consequences

Reflection Time

Referred to

Parent Contact

Parent Meeting

Mediation

Detention

Suspension

Other

Admin Notes:

Aspen Input

Admin Behavior Level:

Admin Description of Behavior:

Pacific South ELEMENTARY School Discipline Matrix

• LEVEL 1 BEHAVIORS – DODEA REGULATIONS: E3.4, E3.5.11, E3.5.12, E3.5.21,				
<ul style="list-style-type: none">Didn’t obey instructions (E3.5.12)Disruptive behavior (E3.4)Dress code violation (E3.4) <i>see school policy</i>Eat – unauthorized area (E3.4)	<ul style="list-style-type: none">Engaged in horseplay (E3.4)Excessive noise (E3.4)Failure to comply with rules (E3.5.11, E3.5.12)Hall pass violation (E3.5.12)Internet violation (E3.5.21) <i>see school policy</i>	<ul style="list-style-type: none">Offensive behavior (E3.5.11)Public displays of affection (E3.5.11)Tardies (E3.4) <i>see school policy</i>Unsafe Behavior (E3.5.11)		
LEVEL 1 BEHAVIOR - CONSEQUENCES				
1st Offense Admin counsel and/or Parent contact	2nd Offense Reflective Assignment	3rd Offense Loss of privilege	4th Offense Parent Conference Referral	5th Offense Detention
LEVEL 2 BEHAVIORS - DODEA REGULATIONS: E3.4, E3.5.11, E3.5.12, E3.5.21				
<ul style="list-style-type: none">Abusive acts/lang (E3.5.11)Aggressive behavior (E3.5.11)Alarm violation/offense (E3.5.11)Attendance violation (E3.5.20)Biting/Spitting (E3.5.11)Bullying (Infrequent) (E3.5.11, E3.5.15)Changing grades (E3.5.18)Cheating (E3.5.18)Damage to property (E3.5.11)Detention violation/no show (E3.5.11)	<ul style="list-style-type: none">Disrespect to adult (E3.5.11)Disrespect to student (E3.5.11)Forgery of signature (E3.5.18)Insubordination (E3.5.11)Lying (E3.5.11)Off limits violation (E3.5.11)Plagiarism (E3.5.18)Portable electronic device (E3.5.16)Received stolen property (E3.5.11)Safe rule violation (E3.5.11)	<ul style="list-style-type: none">Scuffling (E3.5.11)Sexual Off Behavior (E3.5.10, E3.5.11)Stealing (E3.5.9, E3.5.11)Tamper with equipment (E3.5.11)Threats of damage(E3.5.11)Throw/Shoot objects (E3.5.11)Truancy (E3.5.20)Uncooperative with staff (E3.5.11)Verbal abuse/gesture (E3.5.11)		
LEVEL 2 BEHAVIORS CONSEQUENCES				
Kindergarten – 2 nd Grade(s)				
1st Offense Admin counsel and/or Parent contact	2nd Offense Reflective Assignment Loss of privilege Referral	3rd Offense Parent Conference Detention 1-2 days Suspension	4th Offense Loss of privilege 2-5 days Suspension	5th Offense 5-10 days Suspension Referral
3 rd – 5 th Grade(s) (Includes all correlating consequences above and additionally the ones outlined below)				
1st Offense Reflective Assignment Loss of privilege Referral	2nd Offense Parent Conference Detention 1-2 days Suspension	3rd Offense 2-5 days Suspension	4th Offense 3-10 days Suspension Referral	5th Offense 5-10 Suspension
LEVEL 3 BEHAVIORS - DODEA REGULATIONS:				
<ul style="list-style-type: none">Abusive behavior to peers (E3.5.1, E3.5.11)Bullying (E3.5.11, E3.5.15)Excessive detentions (E3.5.11)Fighting (E3.5.11, E3.5.14)Gambling (E3.5.11, E3.5.13)Harassment all categories (E3.5.11)	<ul style="list-style-type: none">Left campus without permission (E3.5.11, E3.5.12)Sexual Harassment (E3.5.10, E3.5.11)Sexual off behavior (intent) (E3.5.10, E3.5.11)Smoking Tobacco Products (possession) (E3.5.4, E3.5.11)	<ul style="list-style-type: none">Threatening behavior (E3.5.1, E3.5.11)Tobacco/Alcohol (possession) (E3.5.3, E3.5.11)Unauthorized presence (E3.5.11, E3.5.12)Vandalism (minor) (E3.5.11, E3.5.17)		
LEVEL 3 CONSEQUENCES				
1st Offense Parent Conference Reflective Assignment Loss of privilege Detention 2-5 days Suspension Referral	2nd Offense 3-5 days Suspension	3rd Offense 3-10 days Suspension	4th Offense Discipline Committee 5-10 days Suspension ----- Additional offenses may lead to Expulsion	
LEVEL 4 BEHAVIORS - DODEA REGULATIONS: (ALL require reporting to Security Forces Squadron – KAB)				
<ul style="list-style-type: none">Alcohol related (using) (E3.5.3)Arson (E3.5.17)Bomb Threats (E3.5.17)Burglary (E3.5.7)Damage/Vandalism/Theft – Major (E3.5.7, E3.5.9, E3.5.17)Drug Paraphernalia (E3.5.6)	<ul style="list-style-type: none">Drug Related (E3.5.5)Explosive Device* (E3.5.17, E3.5.19)Fireworks (E3.5.19)Full/Partial Nudity (E3.5.11)Illegal Substances (E3.5.5)Prohibited Item (E3.5.2, E3.5.3, E3.5.4, E3.5.5, E3.5.6)	<ul style="list-style-type: none">Robbery/extortion (E3.5.7)Smoking Tobacco Products (using) (E3.5.4)Substance Abuse (E3.5.5)Weapon (E3.5.2)		
LEVEL 4 CONSEQUENCES				
1st Offense Parent Conference 3-10 days Suspension Referral		2nd Offense Discipline Committee 5-10 days Suspension *Additional offenses may lead to Expulsion*		

*These are guidelines. The school administration reserves the right to determine consequences. **Schools have a variety of detention and suspension options.

***Student Reflection Sheets may also be filled out by students.