Observe Problem Behaviour

Conference with Student

Is it a Minor or a Major behaviour problem?

Minor
Use Classroom or Playground Consequences

Record Minor Behaviour (Classroom Based Form)

Is there a pattern of continued minor offences? If yes, follow procedures for Major

Major
Fill out Office Referral Form

Time Out
Senior staff determines consequence

Teacher Records on Office Referral Form

Senior staff follows through on consequence

Teacher contacts parents to inform

Senior staff informs parent/s guardian/s

School staff records incident in school records

MINOR
- Inappropriate language
- Defiance/disrespect
- Disruption
- Rough Play
- Lying
- Cheating
- Dress Code Violation
- Missing

MAJOR
- Abusive interactions
- Fighting
- Physical Assault
- Harassment
- Sexual Contact
- Property Misuse
- Property Damage
- Threat
- Bomb Threat
- Possession of dangerous weapon