Disciplinary Referral Form

Student Information
Student Name ____________________________ Grade _____ Date __________ Time _______
Referred by ____________________________ Homeroom Teacher __________________________

Previous Teacher Interventions
☐ Student Warning ☐ Use of Time-Out ☐ Loss of Privilege
☐ Parent Note by Teacher ☐ Parent Contact by Teacher ☐ Parent Conference with Teacher
☐ Individual Behavior Plan ☐ Guidance Referral ☐ Previous Referral to Office

Major Problem Behavior
☐ Abusive Language Swearing or use of inappropriate words.
☐ Bullying/Harassment Threats, intimidation, gestures, verbal attacks.
☐ Disrespect/Defiance Refusal to follow directions and/or socially rude interactions.
☐ Disruption Yelling, noise with materials, or horseplay.
☐ Fighting Resulting in Injury Hitting, punching, hitting with an object, kicking, scratching.
☐ Theft Removing someone’s property.
☐ Vandalism/Property Damage Substantial destruction of property.
☐ Weapons Knives, guns (real or look alike), or objects capable of causing bodily harm.

Specific Information Regarding Incident: _______________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________

Action Taken By Administrator
☐ Conference with Student ☐ Loss of Privilege ☐ Time in Office ☐ In-School Suspension
☐ Parent Contact ☐ Detention ☐ Guidance Referral ☐ Out-of-School Suspension

Signatures
Referred By ___________________________________________ Date _______________
Administrator __________________________________________ Date _______________
Parent _______________________________________________ Date _______________

Office Use Only:
Infraction Code: _______________________ Response Code: _______________________
Notes: __________________________________________________________________________

Please sign, date, and return one copy to school.