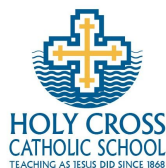


# Office Referral/Notice



Student:	Date:
Referred by:	Class:
<b>Office Referral</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Physical/Psychological danger</li> <li><input type="checkbox"/> Abusive/disrespectful</li> <li><input type="checkbox"/> Irrational/unreasonable/disruptive</li> <li><input type="checkbox"/> Other:</li> </ul>	<b>Office Notice</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Time out (5, 10 min)</li> <li><input type="checkbox"/> I need suggestions</li> <li><input type="checkbox"/> Heads up- FYI</li> </ul>
<b>Teacher Recommendation:</b> <ul style="list-style-type: none"> <li style="width: 50%;"><input type="checkbox"/> Action Plan</li> <li style="width: 50%;"><input type="checkbox"/> Time out (5 10 15 30 lunch recess)</li> <li style="width: 50%;"><input type="checkbox"/> Parent Conference</li> <li style="width: 50%;"><input type="checkbox"/> Teacher/student/principal conference</li> <li style="width: 50%;"><input type="checkbox"/> Serious reprimand</li> <li style="width: 50%;"><input type="checkbox"/> Discuss: get student's point of view</li> <li style="width: 50%;"><input type="checkbox"/> Begin School Discipline Plan</li> </ul>	
<i>To be filled out by the student with the help of an adult</i>	
What I did:	
Why I think this happened?	
What self-discipline skills I could have used:	
What I plan to do:	
<b>Action Taken:</b> <ul style="list-style-type: none"> <li style="width: 50%;"><input type="checkbox"/> Called parent</li> <li style="width: 50%;"><input type="checkbox"/> Consequence: _____</li> <li style="width: 50%;"><input type="checkbox"/> Note sent to parent</li> <li style="width: 50%;"><input type="checkbox"/> Work completed</li> <li style="width: 50%;"><input type="checkbox"/> Parent conference set up</li> <li style="width: 50%;"><input type="checkbox"/> Copy given to teacher</li> <li style="width: 50%;"><input type="checkbox"/> Action Plan completed</li> <li style="width: 50%;"><input type="checkbox"/> Time out served</li> </ul>	
Parent signature	Date:
Teacher signature:	Date:
Principal signature:	Date:
We will check back on progress being made on:	

