

Pleasantview Referral Process

This new referral process is to gather specific behavior data about each individual student. This data will be tracked and looked at on a weekly basis by Kelly, Tammy, Myself, Gwen, Julie, weekly grade level rep(PV SST). Based on this data we can formulate a specific plan for the individual student. **We want to change the behavior not just band aid it.**

Green lunch time referrals are given to the classroom teacher. In the case that a student is already passed a verbal warning in your classroom so the proper intervention/action is given to the student. Please attach the lunch referral to the blue sheet.

Blue sheets of students at level 1 interventions and/or level 2 out of class reset need to be turned in to the proper mailbox in the office on **Fridays.**

The point system per the District Student Handbook is also attached for your reference of the progression of discipline.

Student gets a new sheet each day. .

Pick your battles!!!

Step One: Verbal Warning

Step Two: Interventions(Level 1)

If the behavior persists after the verbal warning **Two Interventions are needed before moving to level two.**

1. **In class reset/calm down**-calm down area in classroom 10 minutes max(if more time is needed up to your discretion). In this area students can use the cards provided. If you need new calm down cards please let Kelly know.

2. Proximity-moving student away from situation or closer to teacher.

Teacher may stand near student if moving them will disrupt instruction time.

3. Private conference w/student-pull student away from classroom setting for a minute to speak with them provided this doesn't interfere with instruction.

4. Phone Call Home- Student can be a part of the conversation but must be made aware of your action. A dojo message is acceptable for this intervention.

5. Alternative Task-Giving student a job, having them run an errand to the office, pass out papers, clean, etc.

6. Brain Break- "Go Noodle", stretching, breathing. This is more for a whole class situation.

7. Think sheet- Student fills out and returns to the teacher (these will be provided to you)

Allow approximately 15 minutes between each intervention.

Step Three: Interventions Unsuccessful/ Out of Classroom Reset(Level 2) When moving to this step at least 30 minutes should have passed. Please contact advocate to make sure they are there.

Advocates are: Third and Fourth Students Room 11 Mrs. Hartland/Woods Fifth Grade Students Room 25 Mrs. Murff.

In the event that Mrs. Murff is in group or one of these people are absent, contact Mrs. Hillebrand or Ms. Burg for alternate placement.

Step Four: Resest Unsuccessful/Office(Level 3)

This is the last step. **Suspension is not** always going to be the consequence. These will be decided on a case by case basis by the principal. Student will be returned to the classroom after meeting with the principal. You will receive either an email or phone call with consequence from principal.

Threats- please see attached definitions of the 3 types of threats. This will guide you in your decision.