|  |  |  |
| --- | --- | --- |
| [ ] Minor Referral  Staff Managed | [ ] Major Referral  Administrator Managed | **Entered into WVEIS**: [ ] Yes [ ] No |
|  |  | **Referral ID**: \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ |
|  |  |  |
| **Student:** | **Grade:**  | **Referring Staff:** |
|  | [ ] 6  | [ ]  7 | [ ]  8 |  |
|  |  |  |
| **Date:** |  | **Time:** |
|  |  |  |
|  |
| **Location:**  | [ ]  Classroom | [ ]  Restroom | [ ]  Cafeteria | [ ]  Bus | [ ]  Gym | [ ]  Office |
| [ ]  Playground | [ ]  Commons | [ ]  Library | [ ]  Hallway | [ ]  Off-Campus | [ ]  Bus Loading Zone |
| [ ]  Music Room | [ ]  Art Room | [ ]  Computer Lab | [ ]  Assembly/Field Trip | [ ]  Parking Lot |
|  |
|  |
| **Minor Problem Behavior:**  | [ ]  Disrespect | [ ]  Defiance | [ ]  Disruption | [ ]  Physical Contact/Physical Aggression |
| [ ]  Tardy | [ ]  Inappropriate Language | [ ]  Property Misuse | [ ]  Dress Code Violation | [ ]  Technology Violation |
|  |
| **Major Problem Behavior:**  | [ ]  Defiance/Non-Compliance | [ ]  Physical Aggression | [ ]  Disruption | [ ]  Disrespect |
| [ ]  Inappropriate Language | [ ]  Tardy | [ ]  Skip Class | [ ]  Bullying | [ ]  Fighting |
| [ ]  Inappropriate Location | [ ]  Truancy | [ ]  Forgery/Theft/Plagiarism  | [ ]  Technology | [ ]  Lying/Cheating |
| [ ]  Dress Code Violation | [ ]  Inappropriate Display of Affection | [ ]  Gang Affiliation Display | [ ]  Bomb Threat/False Alarm | [ ]  Arson |
| [ ]  Use/Possession of (circle one): | Tobacco | Drugs | \*Weapons | Combustibles | Alcohol |
| \**If a weapon was involved, please note the weapon type/size*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| [ ]  Harassment (circle type): | Gender | Ethnicity | Sexual | Race | Religion | Disability | Physical Characteristics |
| **Perceived Motivation:**  | [ ]  Obtain Peer Attention  | [ ]  Obtain Adult Attention | [ ]  Obtain Item/Activity |
|  | [ ]  Avoid Peer(s)  | [ ]  Avoid Adult  | [ ]  Avoid Task/Activity |
| **Others Involved:**  | [ ]  None | [ ]  Peers | [ ]  Teacher | [ ]  Staff | [ ]  Substitute | [ ]  Other | [ ]  Unknown |
| **Action Taken:**  | [ ]  Alternative Placement | [ ]  Time Out/Detention | [ ]  Conference with Student | [ ]  Loss of Privilege |
| [ ]  Time in Office | [ ]  Individualized Instruction | [ ]  Additional Attendance/Saturday School | [ ]  Bus Suspension |
| [ ]  Restitution | [ ]  Community Service | [ ]  Other Action Taken | [ ]  Parent Contact (contact type: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) |
| [ ]  In-School Suspension (½ day increments): \_\_\_.\_\_\_ days | [ ]  Out-of-School Suspension: (½ day increments): \_\_\_.\_\_\_ days |
| [ ] Expulsion |

Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_