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| Minor Referral  Staff Managed | | | | | | | | | | Major Referral  Administrator Managed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | **Entered into WVEIS**: Yes No | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | **Referral ID**: \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ | | | | | | | | | | | | | | | | | | | | | | |
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| **Student:** | | | | | | | | | | **Grade:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | **Referring Staff:** | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | 6 | | | | | | | 7 | | | | | | | | | | | | | 8 | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | |
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| **Date:** | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | **Time:** | | | | | | | | | | | | | | | | | | | | | | |
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| **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 | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_