** TUSD Student Discipline Office Referral Form**

|  |  |
| --- | --- |
| **Student’s Name:** **Grade:**  | **Matriculation #:**  |
| **Referring Person:** | **Date: Interventions in Synergy**  |
| **Location/Lesson:**  | **Time:** |
| **Briefly describe the student’s behavior and the nature of the incident (focus on facts only):** |

**Do not write below this line. Office personnel only:**

**Level I violation Level II violation Level III violation**

**Level IV violation Level V violation**

**Parent Contacted by: Phone \_\_\_\_\_ Letter \_\_\_\_\_ Conference \_\_\_\_\_ Email \_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Administrator/Designee Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Conference date with student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***ADMINISTRATIVE ACTION TAKEN:***

***Intervention(s) (Synergy)*  *Consequence/Outcome (Discipline – AZ Safe)***

|  |  |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

|  |  |
| --- | --- |
| **Teacher Managed**Minor aggressive actDisruptionOff-taskGossip/ConflictArguing with peersChewing gumGraffitiHorseplayCheatingElectronicsDisrespectProfanityInsubordination | **Admin/Support Managed**Aggressive arguing with peersArsonAssault/fightingThreats of harmTampering with fire alarmGang affiliation/signsHarassment (all)Leaving school groundsBullyingWeapons/dangerous itemsDrugs/alcohol/tobaccoHate languageDress code violation |
| **Teacher Response**Teacher/student conference MTSS (as appropriate)Call home AZSafe (potential)Refocus Behavior planSeating adjustmentDept./team conferenceProximityVerbal/nonverbal cueRefocus formChill zoneBuddy teacherLunch detention w/ teacherTeam interventionRestorative conference/circle | **Admin/Support Response****Referral**Escort to officeAdmin call homeAZSafeParent conferenceRestorative conference/circleMTSS (as appropriate) |