

	ASU Prep Elementary Discipline	Olweus Discipline
1 <sup>st</sup> Offense	<p>Student:</p> <ul style="list-style-type: none"> <li>✓ Fill out pink ticket</li> <li>✓ <b>1 day missed recess</b></li> <li>✓ Get parent signature on pink ticket</li> <li>✓ Return pink ticket to Home Room Teacher</li> </ul> <p>Teacher:</p> <ul style="list-style-type: none"> <li>✓ Fill out pink ticket: Make a copy for you, parent, and homeroom teacher</li> <li>✓ Call parent</li> <li>✓ Inform Homeroom teacher (Put pink ticket in ILP folder)</li> <li>✓ Document in Powerschool</li> </ul>	<p>Student:</p> <ul style="list-style-type: none"> <li>✓ Fill out Olweus Think Sheet.</li> <li>✓ <b>1 day missed recess</b></li> <li>✓ Get parent signature on think sheet</li> <li>✓ Return think sheet to Home Room Teacher</li> </ul> <p>Homeroom Teacher: (HRT)</p> <ul style="list-style-type: none"> <li>✓ Call Parent</li> <li>✓ Document in PowerSchool</li> <li>✓ Fill out incident report or reporting staff member provides HRT with incident report.</li> <li>✓ Place paperwork (incident report and Olweus Think Sheet) in ILP folder</li> </ul>
2 <sup>nd</sup> Offense	<p>Student:</p> <ul style="list-style-type: none"> <li>✓ Fill out pink ticket</li> <li>✓ <b>1 week of missed recess</b></li> <li>✓ Get parent signature on pink ticket</li> <li>✓ Return pink ticket to Home Room Teacher</li> </ul> <p>Teacher:</p> <ul style="list-style-type: none"> <li>✓ Fill out pink ticket: Make a copy for you, parent, and homeroom teacher</li> <li>✓ Call parent</li> <li>✓ Inform Homeroom teacher (Put pink ticket in ILP folder)</li> <li>✓ Document in Powerschool</li> </ul>	<p>Student:</p> <ul style="list-style-type: none"> <li>✓ Fill out Olweus Think Sheet.</li> <li>✓ <b>1 week missed recess</b></li> <li>✓ Get parent signature on think sheet</li> <li>✓ Return think sheet to Home Room Teacher</li> </ul> <p>HRT:</p> <ul style="list-style-type: none"> <li>✓ Inform Ms. Mendoza</li> <li>✓ Document in PowerSchool</li> <li>✓ Fill out incident report or reporting staff member provides HRT with incident report.</li> <li>✓ Place paperwork (incident report and Olweus Think Sheet) in ILP folder</li> </ul> <p>Principal:</p> <ul style="list-style-type: none"> <li>✓ Meet with student</li> <li>✓ Notify Parents</li> </ul>

3 <sup>rd</sup> Offense	<p>Student:</p> <ul style="list-style-type: none"> <li>✓ Fill out pink ticket</li> <li>✓ <b>1 day of afterschool detention 3:15-4:00</b></li> <li>✓ Get parent signature on pink ticket</li> <li>✓ Return pink ticket to Home Room Teacher</li> </ul> <p>Teacher:</p> <ul style="list-style-type: none"> <li>✓ Fill out pink ticket</li> <li>✓ Inform Ms. Mendoza</li> <li>✓ Inform Homeroom teacher (Put pink ticket in ILP folder)</li> <li>✓ Document in Powerschool</li> </ul> <p>Principal:</p> <ul style="list-style-type: none"> <li>✓ Meet with student</li> <li>✓ Notify Parents</li> </ul>	<p>Student:</p> <ul style="list-style-type: none"> <li>✓ Fill out Olweus Think Sheet.</li> <li>✓ <b>1 day suspension</b></li> <li>✓ Get parent signature on think sheet</li> <li>✓ Return think sheet to Home Room Teacher</li> </ul> <p>HRT:</p> <ul style="list-style-type: none"> <li>✓ Inform Ms. Mendoza</li> <li>✓ Document in PowerSchool</li> <li>✓ Fill out incident report or reporting staff member provides HRT with incident report.</li> <li>✓ Place paperwork (incident report and Olweus Think Sheet) in ILP folder</li> </ul> <p>Principal:</p> <ul style="list-style-type: none"> <li>✓ Hold a face-to-face conference with parent, teacher, and student to admit student back to school.</li> </ul>
4 <sup>th</sup> Offense	<p>Student:</p> <ul style="list-style-type: none"> <li>✓ Fill out pink ticket</li> <li>✓ <b>2 days of afterschool detention 3:15-4:00</b></li> <li>✓ Get parent signature on pink ticket</li> <li>✓ Return pink ticket to Home Room Teacher</li> </ul> <p>Teacher:</p> <ul style="list-style-type: none"> <li>✓ Fill out pink ticket: Make a copy for you, parent, and homeroom teacher</li> <li>✓ Inform Ms. Mendoza</li> <li>✓ Inform Homeroom teacher (Put pink ticket in ILP folder)</li> <li>✓ HRT: Notify parent of detention</li> </ul>	Refer issue to Ms. Mendoza

	<ul style="list-style-type: none"> <li>✓ Document in Powerschool</li> </ul> Principal: <ul style="list-style-type: none"> <li>✓ Meet with student</li> <li>✓ Notify Parents</li> </ul>	
5 <sup>th</sup> Offense	Student: <ul style="list-style-type: none"> <li>✓ Fill out pink ticket</li> <li>✓ 1 day of suspension</li> <li>✓ Get parent signature on pink ticket</li> <li>✓ Return pink ticket to Home Room Teacher</li> </ul> Teacher: <ul style="list-style-type: none"> <li>✓ Fill out pink ticket: Make a copy for you, parent, and homeroom teacher</li> <li>✓ Call parent</li> <li>✓ Inform Homeroom teacher (Put pink ticket in ILP folder)</li> <li>✓ HRT: Notify parent of detention</li> <li>✓ Document in Powerschool</li> </ul> Principal: <ul style="list-style-type: none"> <li>✓ Hold a face-to-face conference with parent, teacher, and student to admit student back to school.</li> </ul>	Refer issue to Ms. Mendoza