



Observe Problem Behaviour



Conference with Student



Minor

Major

Is it a Minor or a Major behaviour problem?



Use Classroom or Playground Consequences

Fill out Office Referral Form



Record Minor Behaviour (Classroom Based Form)

Time Out

Senior staff determines consequence



Is there a pattern of continued minor offences? If yes, follow procedures for Major

Teacher Records on Office Referral Form

Senior staff follows through on consequence



Teacher contacts parents to inform

Senior staff informs parent/s guardian/s



School staff records incident in school records

- | MINOR | MAJOR |
|--------------------------|----------------------------------|
| • Inappropriate language | • Abusive interactions |
| • Defiance /disrespect | • Fighting |
| • Disruption | • Physical Assault |
| • Rough Play | • Harassment |
| • Lying | • Sexual Contact |
| • Cheating | • Property Misuse |
| • Dress Code Violation | • Property Damage |
| • Missing | • Threat |
| | • Bomb Threat |
| | • Possession of dangerous weapon |