



Rivera Elementary School

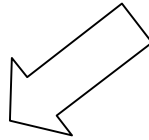
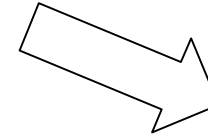
Referral Flow Chart

Observe Problems Behavior



Re-teach
Re-direct
Re-inforce
Expected Behavior

Pre-correct/Teach



MINOR

Re-teach expectation, begin classroom intervention, contact parent



Contact a peer, support staff, or admin. for further intervention/suggestions



Write Minor Office Discipline Referral (ODR)



At least 6 or more **MINOR** ODR in same trimester write **MAJOR** ODR.

Intervention/Staff Best Practice (MINOR)

- Visibility
- Private conversation
- Seat change
- Contact
- Nonverbal/ visual cues
- Think time
- Sensory movement/ break
- Role play
- Redirecting
- Staff proximity
- Incentive/privilege
- Contact parent
- Modified assignment
- 5:1 positive feedback
- Self- monitoring

Intervention/ Administrator Best Practice (MAJOR)

- Student reflection
- Student role play
- Loss of privilege
- Conference with parent
- Alternative activities schedule
- In-house suspension
- Contact authorities
- Collect data
- Relationship building
- Positive feedback
- Check for progress

MAJOR

Write Major Office Discipline Referral (ODR) and send student to office



Administrator or designee determines action



Administrator follows through on action with student



Administrator provides teacher feedback; family contact

Document all MINOR and MAJOR offences and turn in ODR forms to office. (Make copy for your own records before turning it in to office.)

****Student are sent to the office only for MAJOR offences.**