



## CENTRAL ELEMENTARY – HIGH SCHOOL DISCIPLINE REPORT

<b>STUDENT'S NAME:</b>	<b>GRADE:</b>
<b>DATE OF INCIDENT:</b>	<b>DATE:</b>
<b>TIME:</b>	<b>TEACHER'S SIGNATURE:</b>

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Administrator's Signature

### PARENT OR GUARDIAN NOTIFICATION

The following report is to notify the parent or guardian that the above student is charged with an infraction of discipline. Please feel free to request additional information as to the incident or the corrective action taken.

INFRACTION	ACTION TAKEN BY TEACHER	ACTION TAKEN BY ADMINISTRATION
Level I: _____	_____ Pupil's record examined	_____ Administrative Warning
Level II: _____	_____ Parental Conference	_____ ISS _____ days
Level III: _____	_____ Student Conference arranged	_____ OSS _____ days
Level IV: _____	_____ Pupil verbally corrected	_____ Timeout _____ days
	_____ Detained after school	
	_____ Guidance Counselor Referral	
	_____ Assigned different seat	
	_____ Parent phone call	
<b>COMMENTS:</b>		
<b>ISS:</b> Mon _____ Tues _____ Wed _____ Th _____ Fri _____		
<b>OSS:</b> Mon _____ Tues _____ Wed _____ Th _____ Fri _____		