

PRINCETON REGIONAL SCHOOLS

Johnson Park School

OFFICE DISCIPLINE-REFERRAL (O.D.R.) FORM

STUDENT DATA (A)				INFRACTION LOCATION (B)							
Pupil _____				Arrival/Dismissal		Recess		Other ___Lav.			
HR Tchr _____ Gr. ___				___APR ___Hall		___Indoor		___Room (No. ___)			
Ref. Staff Member _____				___Gym ___Bus		___O'door ___Caf.		___Hall			
MINOR-PROBLEM BEHAVIOR (Staff member addresses this; informs homeroom teacher.)											
Infraction (C)			Offense			Action(s) Taken (E)			Offense		
(based on list of definitions)			1st	2nd	3rd	(Please check all that apply.)			1st	2nd	3rd
Dishonesty						Verbally redirected pupil.					
Disobedience or Disrespect						Conferenced with pupil.					
Disregard of Rules/Directions						Gave pupil a time-out.					
Horseplay						Assigned pupil to new seat.					
Inappropriate Language						Detained pupil for recess.					
Minor Disruption						Referred pupil to G.C.					
Teasing						Other _____					
						Reviewed pupil's I.E.P. [tchr only].					
						Referred pupil to PAC [tchr only].					
						Did apology of action [tchr only].					
						Notified parent					
						[tchr only].			Telephone call		
						Please list date.			Note or e-mail		
									Meeting		
Minor-Infraction Descriptions (F)											
1st								Kid Initial	Copy HR		
Offense											
2nd								Kid Initial	Copy HR		
Offense											
3rd								Kid Initial	Copy HR		
Offense											
MAJOR-PROBLEM BEHAVIOR (Requires administrative action.)											
Infraction (G)			Date	Time	Action(s) Taken (* = Required) (H)						
___ Abusive/Inappropriate Interactions					___ *Conferenced with pupil. (Date _____)						
___ Bullying or Harassment					___ *Notified parent. (Date _____)						
___ Defiance					Additional actions may be taken.						
___ Fighting or Physical Aggression					Please check all that apply.						
___ Inappropriate Contact					___ Referred to G.C. (Date _____)						
___ Major Disruption					___ Referred to PAC. (Date _____)						
___ Physical Assault on Staff Member					___ Detained for 3 consecutive recesses.						
___ Possession or Use of a Weapon					___ Detained for 4 consecutive recesses.						
___ Property Damage or Vandalism					___ Detained for 5 consecutive recesses.						
___ Repeated Minor Infractions					___ Assigned to in-school suspension.						
___ Theft					___ Assigned to out-of-school suspension.						
___ Other _____					___ Other _____						
Major-Infraction Description (I)											
FOR OFFICE USE (J)											
Date Received _____			Date Entered _____			Notes					