

DISCIPLINARY REPORT

STUDENT		DATE OF INCIDENT	TIME
CLASS/GRADE		TEACHER	
DATE		ADVISOR/COUNSELOR	

NOTICE TO PARENTS:

1. The purpose of this report is to inform you of a disciplinary incident involving the student.
2. You are urged to both appreciate the action taken by the teacher and to cooperate with the corrective action initiated today.

REASONS FOR THIS REPORT

- | | | |
|---|--|---|
| <input type="checkbox"/> Excessive Tardiness
<input type="checkbox"/> Annoys classmates
<input type="checkbox"/> Destruction of School Property
<input type="checkbox"/> Other _____ | <input type="checkbox"/> Rude and Discourteous
<input type="checkbox"/> Lack of Class Materials
<input type="checkbox"/> Lack of Cooperation | <input type="checkbox"/> Restless, Inattentive
<input type="checkbox"/> Excessive Talking
<input type="checkbox"/> Mischief |
|---|--|---|

ACTIONS TAKEN PRIOR TO REPORT

- | | | |
|--|--|---|
| <input type="checkbox"/> Checked Student's Folder
<input type="checkbox"/> Held Conference with Student
<input type="checkbox"/> Consulted Counselor | <input type="checkbox"/> Detained Student After School
<input type="checkbox"/> Changed Student's Seat
<input type="checkbox"/> Contacted Parent | <input type="checkbox"/> Held Conference with Parents
<input type="checkbox"/> Sent Previous Report Home
<input type="checkbox"/> _____ |
|--|--|---|

PRESENT ACTION AND RECOMMENDATION(S)

- | | | |
|---|--|---|
| <input type="checkbox"/> Student Regrets Incident, Cooperative
<input type="checkbox"/> Recurring Incidents Will be Reported | <input type="checkbox"/> Student Placed on Probation
<input type="checkbox"/> Student Suspended | <input type="checkbox"/> Student Will Make Up Time
<input type="checkbox"/> Case Referred to _____ |
|---|--|---|

Comments:

Authorized Signature Title