

Faculty/Staff	Faculty/Staff	Counselor	Administration
1 st Minor Behavior Incident	2 nd Minor Behavior Incident	3 rd Minor Behavior Incident	4 th + Minor Behavior Incident or Major Behavior Incident
<ul style="list-style-type: none">Not following directions/ instructionsOff Task/not paying attentionDisagreeing InappropriatelyWork Flow DisruptionProperty MisuseIndirect Inappropriate Language (Non Canyon words)Inappropriate Physical ContactDid not show integrity (plagiarism/cheating on classwork/homework) <p>CIRCLE ALL THAT APPLY</p> <p>Optional Description of Incident (s):</p>	<ul style="list-style-type: none">Not following directions/ instructionsOff Task/not paying attentionDisagreeing InappropriatelyWork Flow DisruptionProperty MisuseIndirect Inappropriate Language (Non Canyon words)Inappropriate Physical ContactDid not show integrity (plagiarism/cheating on classwork/homework) <p>CIRCLE ALL THAT APPLY</p> <p>Optional Description of Incident (s):</p>	<p>TEACHER REQUEST FOR COUNSELOR ASSISTANCE</p> <ul style="list-style-type: none">Not following directions/ instructionsOff Task/not paying attentionDisagreeing InappropriatelyWork Flow DisruptionProperty MisuseIndirect Inappropriate Language (Non Canyon words)Inappropriate Physical ContactDid not show integrity (plagiarism/cheating on classwork/homework) <p>CIRCLE ALL THAT APPLY</p> <p>Optional Description of Incident (s):</p>	<p>TEACHER REQUEST FOR ADMINISTRATOR ASSISTANCE</p> <ul style="list-style-type: none">Continuous minor behavior incidentsBullyingDestruction of property/vandalismDirect ProfanityPossession of Stolen PropertySevere DisrespectCheating/Plagiarism on a test (2nd offense and on)Obscene ActsSmoking/Vaping/Possession of Drugs and/or ParaphernaliaLeaving class/campus without permissionInappropriate Use of Technology/Electronic Devices <p>CIRCLE ALL THAT APPLY</p>
1 st Incident Faculty/Staff Intervention Response	2 nd Incident Faculty/Staff Intervention Response	3 rd Incident Faculty/Staff & Counselor Response	Faculty/Staff & Administration Response
<ul style="list-style-type: none">Re-taught/practiced behavior skills/clarified how behavior did not meet expectationsHeld Restorative conference with student privatelyChanged student's seatUsed teacher proximityProvided short break for studentProvided a structured choiceUtilized buddy classroomModeled proper way to use technology/suppliesPositively praised studentHelped student start assignmentReviewed alternative words to Non Canyon wordsReviewed proper physical contactStudent filled out Reflection Sheet and held private Restorative conference with studentHad conversation with parent (optional)Addressed motivation for not showing integritySubmitted Counselor Request for Support <p>Date of Intervention __/__/__</p> <p>CIRCLE ALL THAT APPLY</p>	<p>1. Assigned a Restorative Conference with student AND</p> <p>2. Held a conversation with Parent (Email, Phone Call, and/or Meeting), AND</p> <p>3. Completed one or more of the following (different from 1st intervention(s) used):</p> <ul style="list-style-type: none">Re-taught/practiced behavior skills/clarified how behavior did not meet expectationsHeld Restorative conference with student privatelyChanged student's seatUsed teacher proximityProvided short break for studentProvided a structured choiceUtilized buddy classroomModeled proper way to use technology/suppliesPositively praised studentHelped student start assignmentReviewed alternative words to Non Canyon wordsReviewed proper physical contactStudent filled out Reflection Sheet and held private Restorative conference with studentHad conversation with parent (optional)Addressed motivation for not showing integritySubmitted Counselor Request for Support <p>Date of Intervention __/__/__</p> <p>CIRCLE ALL THAT APPLY</p>	<p>Faculty/Staff:</p> <ul style="list-style-type: none">Called the Counselor's office to verify counselor is available OR emailed counselor for assistance needed if they weren't available.Sent form to counselor with student <p>DATE OF INTERVENTION __/__/__</p> <p>Counselor:</p> <ul style="list-style-type: none">Student counseledParent contactedParent conferenceReferred to STEP TeamReferred to NurseBehavior Reflection Form completedOne on one conversation with studentSent form back to teacher. <p>Date of Intervention __/__/__</p> <p>CIRCLE ALL THAT APPLY</p>	<p>Faculty/Staff:</p> <ul style="list-style-type: none">Completed Student Referral Section <p>Administration:</p> <ul style="list-style-type: none">Student counseledParent contactedParent conferenceReferred to STEP TeamReferred to NurseAt-Home SuspensionIn-House SuspensionAfter School Behavior InterventionReferred to Student Attendance Review TeamOne on one conversation with studentNotified student team (teachers, counselors, etc) <p>Date __/__/__</p>

Canyon Hills Junior High School Behavior Referral Process

Minor Behavior Incident



Is the behavior Classroom or Administration managed?



Incident #1: Review expectation, re-teach behavior, document, restorative conversation (parent conversation optional)



Incident #2: Re-teach behavior, praise corrected behavior, private restorative conversation, mandatory parent conversation, identify motive of misbehavior, document



Incident #3: Re-teach behavior, praise corrected behavior, request for assistance to counselor, parent contact by counselor, documented by counselor in Aeries, emailed team update with SMART goal



Incident #4: Referred to Administration with Discipline matrix

Classroom	Administration
<ul style="list-style-type: none">• Not following Instructions• Off Task (not turning in assignments, delayed starting or completing work)• Disagreeing Inappropriately• Work Flow Disruption (in another's space, talking during instruction, inappropriate noises, throwing objects, out of seat)• Property Misuse• Language (non-Canyon words, inappropriate language, obscene gestures WITHOUT malice or not directed at others)• Inappropriate Physical Contact• Not Showing Integrity (academic dishonesty/cheating)	<ul style="list-style-type: none">• Language (non-Canyon words, inappropriate language, obscene gestures WITH malice directed at peers and/or staff, hate speech, sexual harassment)• Vandalism or destruction of property• Stealing• Fighting• Physical Contact with staff• Threats• Bullying/Harassment• Extortion• Inappropriate sexual behavior

Major Behavior Incident



Administrator determines consequence, processes referral and determines next interventions



Administrator provides teachers and counselors feedback and makes parent/guardian contact

Dress Code

1. Send student to office to change.
2. Notify office that student is on their way up.
3. If student refuses, contact administration.

Gum

1. Request student put gum in trash.
2. Email Tressa to document.
3. If student refuses, contact administration.

Cell Phone

1. Confiscate phone and turn in to office.
2. If student refuses, contact administration.

How Do I Get Paw Points?

By being RESPONSIBLE,
RESPECTFUL & SAFE!



WHO GIVES OUT THE PAW POINTS? ALL STAFF ON CAMPUS!

WHAT DO I DO WITH THE PAW POINTS? Turn in your points for the raffle!

WHEN CAN I GET PAW POINTS? ANYTIME YOU ARE ON CAMPUS!

WHERE DO I SEE MY POINTS AND ORDER MY PRIZES? SIGN IN TO THE 5 Star APP ON CLASSLINK TO SEE HOW MANY POINTS YOU HAVE ACCRUED - Each point is an entry to the raffle

MAKE SURE TO HAVE YOUR ID CARD ON YOU SO THAT YOU CAN GET YOUR BARCODE

