

BETHLEHEM AREA SCHOOL DISTRICT

ELEMENTARY SCHOOL
CODE OF CONDUCT REFERRAL

Student _____ Grade _____ Homeroom Teacher _____

Date of Incident ____/____/____ Time _____ Day M T W R F

Referred By _____ Date of Referral ____/____/____

REASON(S) FOR REFERRAL

Attendance: Absenteeism (10 days) Absenteeism (14 days)
Lateness to school (3rd occurrence) Absenteeism (3rd unexcused/unlawful absence)

Misconduct (Describe incident or provide date(s) for all attendance violations)

Blank lines for describing the incident or providing dates for attendance violations.

TEACHER INTERVENTION STRATEGIES

(to be completed by the teacher)

* Student/Teacher Conference: Date(s) _____ Guidance Referral: Date(s) _____

* Teacher Detention(s) Date(s) _____ Refer to IST/Building Team: _____

* Parent Contact Refer to MDT: _____

Phone: Date(s): _____

Letter: Date(s): _____

School Visit: Date(s): _____

Other Strategies _____

*MUST BE COMPLETED BEFORE REFERRING STUDENT

ADMINISTRATIVE ACTION

- Student Conference Detention for ____ day(s) starting _____
Teacher Conference Before school After school Lunchtime Recess
Parent Conference In-School Suspension for ____ day(s) starting _____
Phone School Visit Suspension (less than 10 days) for ____ day(s) starting _____
Letter Home Visit Full Suspension for ____ day(s) starting _____
Referral to Guidance Notified Police
Referral to Attendance Officer Referred to: _____
Other _____

INFRACTION: _____ CODE #: _____ STEP _____

ADMINISTRATIVE REMARKS: _____

Date _____ Administrative Signature _____

Copies: File/ Referring Teacher/ Parent/ Guidance Counselor/ Homeroom Teacher