

STUDENT DISCIPLINE RECORD

Student's Name	Teacher/Grade	
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Student's Signature	Date	Problem	Action Taken

Keep record on above form and follow steps below. Extra copies are available in the front office.

Discipline Policy:

- 1. Discuss problem with student
- Note to parents (form in office)
 Phone call to parents 2.
- 3.
- Visit to principal 4.
- Parent conference (by phone/in person) 5.
- Suspension if necessary 6.