Classroom Management Procedure Guide

Classroom Management

Major Disruption

- Fight
- Physical Threat
- Profanity to Employee
- Drug/ Gang related offense
- Prolonged stoppage of instruction/ removal of student (Ex. As a result of argument with teacher or student)

Student behavior reaches point where instruction ceases

Call for an Administrator via call button (or student messenger)

Provide Written documentation about the incident- Facts only

Student will receive consequences at end of investigation

Administrator issues consequences- Detention, ISS, OSS, or Discipline Panel

Minor Disruption

- Talking
- Cheating(Follow steps but omit teacher detention)
- Throwing paper/ items
- Off task
- Annoying disruption that does not disrupt instruction
- Food or Drink
- Electronic Devices

Conference with student and or move seat

Keep written Documentation

Contact Parent and Document
No Messages and only documented/ received mail

Teacher detention and or place student in another room (buddy system)

Submit referral with current interventions- Facts only

Starred Items must be done prior to submitting referral