STUDENT REFERRAL BY TEACHER

Note: For referral of a student who is substantially disruptive of classroom educational process only. For other discipline, use regular Disciplinary Referral Forms.

To: ___________________________________  School: ___________________________________
*Principal/Designee

Student
Name:______________________________ Grade:_______  Homeroom:_________________________

Date of Incident:_________  Date Sent:_________  Time Sent:_________  Subject:_________________________

From Room:______________  From Room:______________  Room:_________________________

______ Student w/Disability  _______Classification

PROGRAM (CHECK ONE)
______ Consultant Teacher  _______ICOT  _______Related Services Only
______ Resource  _______Special Class

REASON(S) FOR REFERRAL:

( ) SUBSTANTIAL DISRUPTION OF THE EDUCATION PROCESS
   ( ) Violent Activity: Specify _____________________________________________________________
   ( ) Persistent, non-compliance with teacher instructions
   ( ) Other _____________________________________________________________

( ) REPEATED AND SUBSTANTIAL INTERFERENCE WITH TEACHER’S ABILITY TO PRESENT MATERIAL AND/OR PROVIDE FOR EDUCATIONAL NEEDS OF OTHER STUDENTS
   ( ) Repeated and Substantial Interference with the Education of other students
   ( ) Persistent interference with Teacher’s authority: Specify ________________________________
   ( ) Other Substantial Interference with the Educational Program __________________________

DESCRIPTION OF INCIDENT REQUIRED: _____________________________________________

________________________________________

ACTION TAKEN BY TEACHER:

( ) Informal discussion with student prior to removal
( ) Immediate removal/informal discussion within 24 hours
( ) Classwork assigned: ___________________________________________________________

________________________________________

ACTION TAKEN BY ADMINISTRATOR:

Teacher conference with Principal:  Date ___________  Time ___________
Principal and Teacher conference with Parent:  Date___________  Time ___________

( ) Referral sustained  ( ) Notification to parent within 24 hours
( ) Referral overturned  ( ) Student returned to class

REASON:

( ) The charges against the student are not supported by substantial evidence
( ) The student’s removal is otherwise in violation of the District’s Code of Conduct
( ) The conduct warrants suspension from school pursuant to Education Law 3214, and a suspension will be imposed
( ) Referring teacher has not provided appropriate alternative educational materials for the student during the removal period