

BEHAVIOUR INCIDENT REPORT (K-6 Students)



ALL INCIDENTS MUST BE REPORTED whether they occur in the classroom, in the gym, while on extra-curricular outings or activities, field trips, or on the playground.

- NOTES: 1. A third incident involving the same behaviour, requires a meeting with parents, classroom teacher, and principal.
2. EAs or Specialist teachers are to debrief with the classroom teacher by the end of the day (i.e. 2:15 pm) to enable teachers to report to parents the day of the incident.

I AM REPORTING (name the behaviour):

REPORTER	DATE:	STUDENT'S NAME:											
	TIME:												
	GRADE:	LOCATION:											
	OTHER STUDENTS INVOLVED:												
	DESCRIPTION OF INCIDENT:												
	IMMEDIATE ACTION TAKEN:												
	REPORTER'S NAME:	SIGNATURE:											
Reporter give form to Classroom Teacher													
TEACHER	CLASSROOM TEACHER'S NAME:												
	STEPS TAKEN BY TEACHER: <input type="checkbox"/> Emailed parents <input type="checkbox"/> Spoke to parents in person <input type="checkbox"/> Telephoned Home (Pick one) <input type="checkbox"/> 2 nd Occurrence; note in planner												
	DATE PARENT WAS NOTIFIED:												
	CLASSROOM TEACHER'S SIGNATURE												
OFFICE	OCCURRENCE OF THIS BEHAVIOUR:	1	2	3	4	5	6	7	8	9	10	LS TEACHER INITIAL:	PRINCIPAL SIGNATURE:

Classroom Teacher cut-off bottom portion and attach to student's agenda



PARENT

Today at school, _____, received a Green Sheet. This is the _____ incident involving this behaviour. You've been contacted by their classroom teacher via _____.

Please talk with your child and inform the classroom teacher of your **home action plan**.

NOTE: A third incident involving this behaviour, requires a meeting with parents, classroom teacher, and principal.

PARENT NOTIFICATION GRID

K to Grade 3	Grades 4 & 5	Grade 6
<i>Every Occurrence</i> Biting Blasphemy* Bullying** Cheating Defiance Dishonesty Disrespect Fighting Foul Language (obscenities, swearing, offensive talk that hurts others, and swearword substitutes like "frick") Hitting Intimidation Left School Property Lying Name calling & taunting Non-inclusive behaviour Physical Aggression (i.e. poking with instruments) Sexual inappropriateness or talk Stealing Technology misuse Vandalism Uniform – note in planner Racism	<i>Every Occurrence</i> Arson or playing with matches Bullying Cheating Extortion Fighting Intimidation Obscene Language Physical Aggression Porn Viewing at School Sexual inappropriateness or talk Stealing Technology misuse Theft Threat Vandalism Racism <u>Third Occurrence</u> Defiance Dishonesty Disrespect Rough-housing Instigation Lying Uniform	<i>Every Occurrence</i> Alcohol on property Arson Assault Bullying Cheating Dangerous behaviour Drugs on property E-Cigs, Vaping Fighting Porn Viewing at School Obscene Language Sexual inappropriateness Stealing Technology misuse Racism <u>Third Occurrence</u> Defiance Dishonesty Disrespect Rough-housing Instigation Lying Uniform

* **Blasphemy extrapolation:**

Blasphemy is directly using the Lord's name as an expletive, curse, or oath, but also includes shortened forms of the same thing like OMG.

** **Bullying Definition:**

Bullying is any pattern of persistent unwelcome or aggressive behaviour intended to make others uncomfortable, scared, or hurt. Individuals use this as a means to gain power and control by taking advantage of and disparaging those they target based on appearance, culture, race, religion, ethnicity, sexual orientation, or gender identity.