

# PIONEER HIGH SCHOOL INTERVENTION PROTOCOL

2012-2013

LEVEL	INTERVENTION	DESCRIPTION OF ACTIONS TO BE TAKEN
1	Warning/ Quick Conference	<ol style="list-style-type: none"> <li>1. Teacher will warn the student to cease the problem behavior</li> <li>2. Teacher will initiate a brief 1-on-1 conference (privately) with the student to discuss the problem behavior and attempt to alleviate further incidence</li> </ol>
2	15-Minute Detention	<ol style="list-style-type: none"> <li>1. Teacher will assign a 15 minute classroom detention (to be served with the teacher during lunch, before or after school)</li> <li>2. Teacher will call or email parents (within 24 hours) to discuss the student's problem behavior, assigned detention, and next steps to be taken if behavior continues</li> <li>3. Teacher will document problem behavior, parent contact, and assigned detention in ABI Intervention</li> <li>4. If a student fails to serve the classroom detention, the teacher will refer the student to Admin Secretary (Friday School to be Assigned) and contact parent regarding failure to serve detention</li> </ol>
3	Class Suspension/ Parent Conference	<ol style="list-style-type: none"> <li>1. Teacher will suspend the student from class for 1 to 2 class periods (teacher must communicate how many)</li> <li>2. Teacher will call Admin Secretary, who will log the class suspension in AERIES Discipline and ensure student find his/her way to ISS</li> <li>3. Teacher will call or email parents (within 24 hours) to schedule a parent conference to discuss the student's continued problem behavior and next steps to be taken if behavior continues</li> <li>4. Teacher will document problem behavior, parent contact, and results of conference in ABI Intervention</li> <li>5. Admin Secretary will call parents to notify them that student was assigned a class suspension and they will be hearing from the teacher within 24 hours with further details regarding the incident</li> </ol> <p>NOTE: When sending a student to the office, please notify the Admin Secretary immediately (via Phone or Email) and, if student is a flight risk, ask for a security escort</p>
4	Referral to Administration	<ol style="list-style-type: none"> <li>1. Teacher will send student to administration for behavior consequences</li> <li>2. Teacher will call or email parents to discuss the student's continued problem behavior and to notify them that he/she was referred to administration</li> <li>3. Teacher will document problem behavior, parent contact, and referral to administration in ABI Intervention</li> <li>4. Administration will call parents to discuss behavior referral and consequence(s) assigned (Friday School, Class Suspension, ISS, or Suspension )</li> <li>5. Administration will log consequence(s) and parent contact in AERIES Discipline and will notify teacher of action(s) taken</li> </ol> <p>NOTE: When sending a student to the office, please notify the Admin Secretary immediately (via Phone or Email) and, if student is a flight risk, ask for a security escort</p>
5	Student Study Team (SST) Meeting	<ol style="list-style-type: none"> <li>1. In addition to continued consequences for problem behavior, administration will set up a Student Study Team (SST) meeting with necessary personnel, parents, and student to determine a plan for eliminating future problem behavior</li> <li>2. Administration will document continued consequences and parent contacts in AERIES Discipline and SST results in AERIES Intervention</li> <li>3. Teacher will continue to document all pertinent information regarding student's problem behavior in ABI Intervention</li> </ol>

**“FAST PASS”** – May be implemented at any level. If a student continues to be disruptive/defiant during one class period, despite attempts from the teacher to modify behavior, a teacher may send a student to the office via the “Fast Pass” for a Class Suspension or Referral to Administration (preference must be noted by teacher on “Fast Pass”). The teacher must contact the parents (within 24 hours) to notify them of the incident and schedule a conference and log incident in ABI Intervention.

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Student Name \_\_\_\_\_

LEVEL	INTERVENTION	CHECKLIST OF ACTIONS TAKEN	NOTES
1	Warning/ Quick Conference	<input type="checkbox"/> Warning Given <input type="checkbox"/> 1-on-1 Conference Held	
2	15-Minute Detention	<input type="checkbox"/> 15 Minute Detention Assigned <input type="checkbox"/> Parent Contacted <input type="checkbox"/> Incident Logged in ABI Intervention <input type="checkbox"/> If Detention Not Served, Referred to Admin Secretary and Parent Contacted	
3	Class Suspension/ Parent Conference	<input type="checkbox"/> Student Assigned Class Suspension <b>1</b> or <b>2</b> Days ( <i>circle one</i> ) <input type="checkbox"/> Admin Secretary Contacted <input type="checkbox"/> Parent Contacted <input type="checkbox"/> Parent/Student/Teacher Conference Held <input type="checkbox"/> Incident Logged in ABI Intervention	
4	Referral to Administration	<input type="checkbox"/> Student Sent to Office <input type="checkbox"/> Admin Secretary Contacted <input type="checkbox"/> Parent Contacted <input type="checkbox"/> Incident Logged in ABI Intervention	
5	Student Study Team (SST) Meeting	<input type="checkbox"/> SST Meeting Held <input type="checkbox"/> Additional Information Logged in ABI Intervention	
FAST PASS	Class Suspension or Referral to Administration ( <i>circle one</i> )	<input type="checkbox"/> Student Sent to Office <input type="checkbox"/> Admin Secretary Contacted <input type="checkbox"/> Parent Contacted <input type="checkbox"/> Parent/Student/Teacher Conference Held <input type="checkbox"/> Incident Logged in ABI Intervention	