

ACA II Behavior Steps

Step 1: Friendly Reminder - This is the first step for teachers to remind students that their current choices are not okay. Examples may include, "'Student', please take your seat, the lesson has begun." or "'Student', please spit out your gum, we do not chew it here at school."

These Friendly Reminders are not documented by the teacher. Teachers are to give one Friendly Reminder and then, if the behavior continues, the teacher will write a Rec.

Step 2: Rec (Recognition of Misbehavior)/Reflection - This is the second step once the Friendly Reminder has been issued that already told the student they were making a poor choice in their actions. Examples may include, "'Student', I'm sorry you chose not to sit when I asked you to, I am now writing you a Rec." or "'Student', I asked you to spit out your gum and I see you are still chewing it. I am writing you a Rec now- please spit out your gum immediately."

Behaviors that are perceived as disrespectful or repetitive may be given an immediate Rec without a Friendly Reminder first.

These Rec's are "in-house" only and will result in a teacher/student meeting to have a conversation about the behavior. This conversation may result in a teacher/student developed consequence that may be above and beyond the meeting itself. Rec's will not be communicated to parents until that level of communication becomes necessary from continued behavior problems and/or a parent conference is called. This will continue the trust building between student and teacher. These would be documented by the level/teacher.

Step 3: Referral (Recognition of continued misbehavior and/or a more immediate and severe behavior choice) - This is either the third step or the first step - depending on the severity of the students behavior choices. In the two examples above - if "'Student'" continues to chew gum or refuse to take their seat, then their behavior has earned them an increase in our level of documentation. If a student chooses a behavior that is considered more severe, then a referral may be given immediately. Some examples of student behaviors that would earn a Referral immediately may include, but are not limited to: lying, cheating, defiance, bullying/threatening.

A copy of the Referral will be sent home for a parent signature. Depending on the circumstances, either the teacher or parent may request a parent conference, but it may not be required.

Step 4: Suspension (Removal from class for a specific amount of time, not to exceed 5 days) - This is for severe circumstances such as continued choices which have already earned referrals or a result of very severe behavior choices from the students. Examples of behaviors that would earn an immediate Suspension may include but are not limited to: inappropriate physical contact, sexual harassment, stealing, bullying/threatening, and cheating.

Suspensions require a parent conference before the student is allowed to return to class.