

The 5 Step Behavior Referral Process

(referral steps may vary depending on lead teacher discretion)

- First Referral** Verbal Warning: parent is notified and incident is documented.
- Second Referral** Written Warning: parent is notified and incident is documented.
- Third Referral** Student suspended: Parent is notified. 1-3 school days from the AIP program and incident is documented. Suspension days can differ depending on offense.
- Fourth Referral** Student suspended: Parent is notified. 1-3 school days from the AIP program and incident is documented. Suspension days can differ depending on offense.
- Fifth Referral** Student removed: Parent is notified and student is removed for the remainder of the AIP year. If they are removed from AIP they will be removed from ASES .