

# LAKEVIEW OFFICE REFERRAL FORM



Name \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_

Grade:  K  1  2  3  4  5

Referring Staff: \_\_\_\_\_

### Instructional Format

- Full Classroom Activity/  
Instructor Driven
- Small Group Activity/  
Instructor Driven
- Individual Activity/  
Instructor Driven
- Small Group Activity  
With Peers
- Individual Seat Work
- Assessment  
Administration
- Classroom Transition
- Unstructured Time
- Other: \_\_\_\_\_

### Location:

- Bathroom
- Bus
- Bus Loading Zone
- Cafeteria
- Classroom
- Gym
- Hallway
- Library
- Off-Campus
- Office
- Parking Lot
- Playground
- Special Event/Field Trip

Details: \_\_\_\_\_

### Event Type

- Abusive or Inappropriate  
Language
- Alcohol Related
- Arson
- Bullying
- Communication of a  
Threat
- Defiance/  
Insubordination
- Disrespect
- Disruption
- Dress Code Violation
- Drug Related
- Forgery/Plagiarism
- Gang Affiliation Display
- Harassment
- Inappropriate Display of  
Affection
- Inappropriate Location
- Lying/Cheating
- Other
- Physical Aggression  
With Injury
- Physical Aggression  
With Serious  
Bodily Injury
- Physical Aggression  
Without Injury
- Physical Fighting  
With Injury
- Physical Fighting With  
Serious Bodily Injury
- Physical Fighting  
Without Injury
- Property Damage/  
Vandalism
- Skip Class
- Tardy
- Technology Violation
- Theft
- Tobacco Related
- Truancy
- Weapon Related

### Others Involved in the Incident

- Peers
- Staff
- Teacher
- Substitute
- Other: \_\_\_\_\_

### Corrective Procedures Taken

- Loss of Privilege
- Time in Office
- In-School Suspension
- Out-of-School  
Suspension
- Lunch Detention
- Restorative Practice
- Warning/Apology/  
Restitution
- Parent Conference
- Referral to Counselor
- Other: \_\_\_\_\_

Details: \_\_\_\_\_