ATLANTA PUBLIC SCHOOLS

ADMINISTRATIVE DISCIPLINE REFERRAL FORM
JDDA-R-2

SCHOOL _____

Student: _____ Date: _____
Grade/Sec. _____
Parent's Name: _____ Phone #: _____

Teacher Referring: _____

Behavior in Violation of Code of Conduct: #L- _____ D- _____

*SASI (Student Information System) Legal/Discipline Code #: _____
(Required)

Comments: _____
_____
_____
_____

Previous Actions Taken To Solve Problem:

____ Conferenced with student
____ Telephoned parent
____ Assigned detention
____ Conferenced with student and parent
____ Referred to Counselor
____ Referred to Administrator
____ Referred to SST
____ Other _____
_____

ACTION TAKEN BY ADMINISTRATOR

*SASI (Student Information System) Disposition/Action Code #:_____
(Required)

____ Request for Conference
____ Telephoned Parent
____ Assigned Administrative Detention
____ Conferenced with Student and Parent
____ In-School Suspension
____ Out of School Suspension for ____ Days ____ Work Detail
____ Other _____
_____

____ Referred to Counselor
____ Referred to SST
____ Conferenced with Student
____ Parent Attended Conference
____ Referred to School Detective

_____ _____
Administrator Date

* This information is required for State Reporting.