

# Suggestions For Families Supporting

## A Student On Suspension

Experience has shown that the following suggestions/techniques help to reduce the likelihood of repeated suspensions.

- At the earliest possible time, sit down with your child and have an uninterrupted conversation about the incident and your expectations for future behavior.
- Design a schedule for the day(s) of suspension with the intention of minimizing “free time”. It is critical that your child understands the severity of a suspension, which can be communicated by a schedule that includes: waking up at a “normal school day time”, eating breakfast, getting dressed, completing missed assignments and/or school work, completing the Suspension Reflection, and engaging in appropriate household chores.
- Before returning from suspension, make sure your child is ready to verbally review their Reflection Paper with the Vice Principal.

Your Post Suspension Conference has been scheduled for:

Date: \_\_\_\_\_ Time: \_\_\_\_\_ With: \_\_\_\_\_

# Time Out/Student Reflection

*in response to challenging behavior.*

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

Today's Date: \_\_\_\_\_

Date of Incident: \_\_\_\_\_

Location of Incident: \_\_\_\_\_

Class Period or Time of Incident: \_\_\_\_\_

What happened?

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What were you thinking of at the time?

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What have you thought about since?

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Who has been affected by what you have done? In what way?

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What do you think you need to do to make things right?

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Student Signature \_\_\_\_\_

Date \_\_\_\_\_

**B. Apology: Fixing a wrong and making it right**

1) Refer back to #2 above. Who do you owe an apology to? Script an apology letter on a separate sheet of paper and submit to the vice principal, with this packet when you return. The VP will review the letter and may share it with the student who was wronged. Your apology should have, at minimum, the following three parts: **Acknowledgement** of what was wrong, clear understanding of the **impact** this had on the other person(s), a **clear commitment** on how you plan to handle yourself/situations in the future.

**Example:** Joe, I am sorry for getting in a fight with you today at school. I should have never punched you. I realize that I shouldn't believe everything I hear from other people. What other people tell me might be rumors. If I have a problem with you, I should ask you about it or ask an adult to help me, I shouldn't just start punching and fighting with you. When I started fighting with you in class today, it disrupted everyone. It took away the opportunity for the other students to learn and the teacher had to stop teaching and break up the fight. This should not have happened. I think I have learned my lesson and I promise to never fight again at school. From now on, if I have a problem with you or anyone one else, I will talk it through instead of fighting.

**C. Performance Assessment in School**

1. Log into Power School. What are your current grades in all subject areas?

English\_\_\_\_\_ Math\_\_\_\_\_ History/Soc. Studies\_\_\_\_\_

Science\_\_\_\_\_ P.E.\_\_\_\_\_ Elective\_\_\_\_\_

2. Are these grades reflective of your best efforts? Why or why not?

3. In which class or classes to you have the lowest score?

4. What can you do to raise your grade(s) in that or those classes?

5. Give yourself the citizenship mark you think you deserve in the following classes.

E= Excellent   G=Good   S=Satisfactory   N= Needs Improvement   U=Unsatisfactory

English \_\_\_\_\_ Math \_\_\_\_\_ History/Social Studies \_\_\_\_\_

Science \_\_\_\_\_ P.E. \_\_\_\_\_ Advisory \_\_\_\_\_ Elective \_\_\_\_\_

6. What do you notice about your grades & citizenship?

7. What can you do, that you haven't done before, to raise your grades and citizenship? Do you have a true desire to make changes?

#### D. Naviance Career Planner

- 1) Use a computer to complete the Naviance Cluster Finder: Start by entering the following URL: [Connection.Naviance.com/lewismiddle](http://Connection.Naviance.com/lewismiddle) and log in using the same user name and password you use to log in to your netbook. Once you log in, click on the "Careers" Tab. Click on "Cluster Finder" and then click on "Let's Begin" on the bottom of the page. Once you have started the Cluster Finder, follow the prompts until it shows your "top clusters".
- 2) What are your top 2 clusters? Are they accurate? Do they "fit" you?
- 3) Click on your top cluster. Click on the "related careers" Tab. Scroll down the list of careers and investigate the options. Which careers within your top cluster interest you?
- 4) What Majors apply to that career?
- 5) Now that you have narrowed your career options and looked at a Major, click on the "Colleges" Tab and then click on the "Super Match College Search." Follow the directions under "How do I get started" to find Colleges that are a good match for you. What colleges were a "Super Match" for you?
- 6) If you continue doing what you are doing now (behavior, choices, citizenship) are these interests/careers a realistic possibility for you in the future?

If not, what needs to change?

**E. Summary**

Pick one adult who is invested in your present and future. Sit down with your chosen adult and present this **Reflection and Personal Assessment Packet** with them.

\_\_\_\_\_  
Student Name (Please Print)

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Parent/Guardian Name (Please Print)

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

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**Parent Waiver Option**

Signing below indicates that as parent/guardian of \_\_\_\_\_, I have elected to waive my child from this Reflection and Personal Assessment assignment.

\_\_\_\_\_  
Parent/Guardian Name (Please Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Phone # with area code

\_\_\_\_\_  
Parent/Guardian email