Student Infraction Response Template

**Target Table: STUD\_INFR\_RESP**

**Data Submission Schedule: 40D, 80D, 120D and EOY. SUMMER** is required if new reportable infractions have occurred since EOY.

**Grain:** One record per district / student / response date / response code / event identifier

**Load Sequence/Dependencies**

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| **Load Sequence/Dependencies** | **Optional** | **Lookup** |
| **1. STUDENT** | **N** | **N** |
| **2. STUDENT INFRACTION** | **N** | **N** |

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**Template Description**

This template is used to track student infraction responses. Infractions and incidents are tracked in the Student Infraction template. PED uses the Student Infraction and Infraction Response templates to track information related to Student Discipline and Violence and Vandalism.

One response should be submitted per incident per student in this template. If there are multiple responses to a disciplinary incident, include only the most serious response. For example, a district may initially suspend a student and then later expel him or her. In this scenario, include only one record with the Response Code of 4 (Expulsion (no educational services) – FOR REGULAR ED ONLY).

**IN SCHOOL suspensions (response code 2) and OUT OF SCHOOL suspensions (response 3) do not report Lunch, Before/After School Detentions as IN SCHOOL or OUT OF SCHOOL suspensions.**

**The Student Infraction and Student Infraction Response templates must be submitted in a point in time fashion. Please submit in the first reporting period following the incident. Must be submitted at reporting periods: 40D, 80D, 120D and EOY. SUMMER is conditionally required, if a new reportable infraction has occurred.**

The **Event Identifier** field is used to “link” the Student Infraction Response record to the Student Infraction record. Please use the same district-generated value in this field to link the records in these templates together for the same incident.

**Note: A response record is not required when the infraction record utilizes the UNKNOWN perpetrator code.**

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**Student Infraction Response Template Specifications**

| **Field #** | **Start** | **End** | **Length** | **Data Type** | **Field Name** | **R/O/CR** | | **Code** | | **Definition** | **Business Rules** | **Valid Values/Example Data** | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | **1** | **8** | **8** | **C** | **DISTRICT CODE** | **R** | | **K,M** | | **PED defined three character district code.** |  | **Example: 021** | |
| **2** | **9** | **14** | **6** | **C** | **LOCATION CODE** | **R** | | **U,R** | | **PED defined three character location code.   Use the following Location Codes for students not enrolled at an actual district location:**  **993 = Students who are hospitalized**  **997 = Students who are enrolled in a private school**  **998 = Students who are homebound**  **999 = Students who are home schooled (location 999 does not apply to Special Ed students)** |  | **Example: 008** | |
| **3** | **15** | **24** | **10** | **D** | **SCHOOL YEAR DATE** | **R** | | **K,M** | | **Provide the school year in the ISO format: YYYY-MM-DD. The PED standard school year runs from July 1 through June 30.** | **All dates must be entered in ISO format** | **Example:**  **YYYY-06-30** | |
| **4** | **25** | **36** | **12** | **C** | **STUDENT ID** | **R** | | **K,M** | | **State issued student identification number. If the perpetrator is not a student then see valid values.** |  | **Example: 123406847** | |
| **5** | **37** | **46** | **10** | **D** | **RESPONSE DATE** | **R** | | **K,M** | | **Provide the date of the infraction response.** | **All dates must be entered in ISO format** | **Valid Values: YYYY-MM-DD** | |
| 6 | 47 | 49 | 3 | Not Collected | | | | | | | | | |
| **7** | **50** | **53** | **4** |  | **RESPONSE CODE** | **R** | | | **K,M** | **Provide the primary Response Code that indicates the type of response to a discipline violation. If there are multiple responses to a discipline incident, select the most serious Response Code.** | **The value used should be the code (e.g. TBD) only. Valid values are case sensitive. The descriptions are for reference only.**  **IN SCHOOL suspensions (response code 2) and OUT OF SCHOOL suspensions (response code 3) do not include Lunch, Before/After School Detentions.** | **Valid Values:**  **See** [**Response Code Set**](#Response) **at the end of this document for a list of the valid values.** |
| 8-10 | 54 | 65 | 12 | Not Collected | | | | | | | | | |
| **11** | **86** | **95** | **10** | **C** | **EVENT IDENTIFIER** | | **R** | | **K,M** | **Provide an identifying code for the discipline event. This code enables a district to associate one identifying number or code with an incident that involves multiple students with multiple and possibly varying infractions. This field is critical to relating responses to infractions in the Student Infraction template.** | **This value must be unique per incident within the school year – across all students and incidents. Since this is a key field, a value must be supplied for each record, even if the discipline incident is for a single student with a single infraction.** | **Example:**  **1** |
| **12** | **96** | **350** | **255** | **C** | **RESPONSE COMMENT** | | **CR** | | **K,M** | **Provide additional information about the response to an incident.** | **Do not supply a value for this field if there is no relevant additional information.** | **Example:**  **Phone call to parent, etc.** |
| **13** | **351** | **356** | **6** | **N(2)** | **RESPONSE DURATION** | | **CR** | | **U** | **Provide the length, in school days, of the discipline response. If the response is a fraction of the school day, then use a decimal representation of the school day (e.g. 0.25 for removal for 2 periods of an 8 period school day).** | Required if Response Code, field #7 is 2, 3, 4, 5, 6 or 7; and the d*uration for these response codes must be greater than zero.* | **Examples: 2.50, 0.50, 15** |
| 14-33 | 357 | 368 |  | Not Collected | | | | | | | | | | |

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| Response Code (Student Infraction Response Template - Field # 7)   |  |  |  | | --- | --- | --- | | **Code** | **Response Description** | Ranking | | 1 | Arrest/referral to justice system | 1 | | 2 | In school suspension (DO NOT include Lunch, Before/After School Detentions) | 7 | | 3 | Out of school suspension (DO NOT include Lunch, Before/After School Detentions) | 6 | | 4 | Expulsion - no educational services – REGULAR ED ONLY; NOT to be used for Special Ed students) | 2 | | 5 | Modified Expulsion (still receiving some educational services) | 4 | | 6 | Sent to alternate setting by school personnel | 5 | | 7 | Sent to alternate setting based on hearing officer determination of likely injury | 3 | | 8 | Other/Unknown - This response code is used only for “unknown perpetrators” and minor infractions. Use of this response is limited to the following infraction codes: 4, 5, 11, 12, 13, 14, 40, 43, 45, 46, 55P, 55U, 55D and 56. And, for **students with disabilities** this code may ONLY be used, if student remains in their current educational setting and no placement changes have been made through the IEP. Setting and level of service must remain the same. | 8 | |