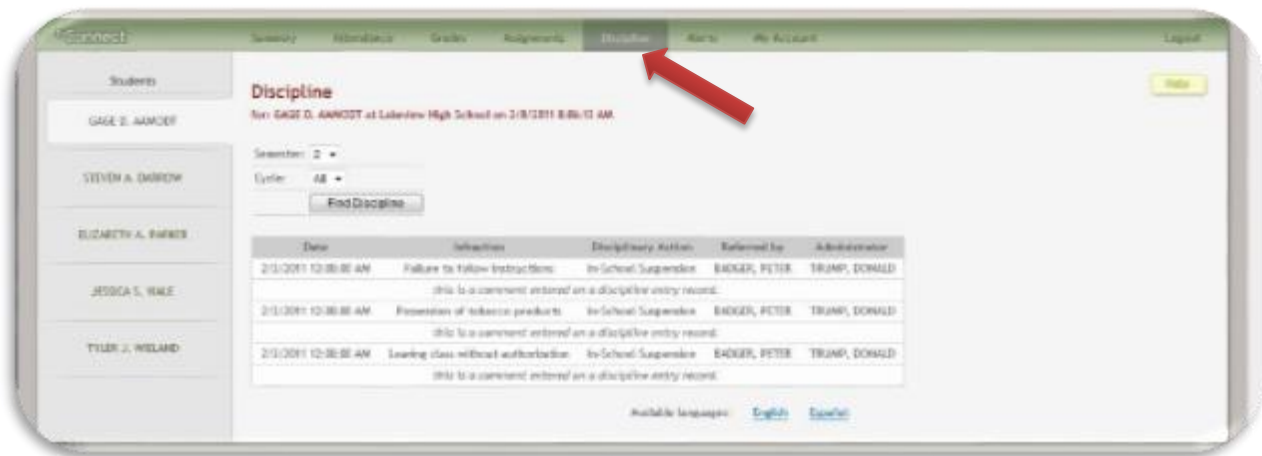


Discipline

The Discipline page allows the parent to view all of the student's discipline records for one cycle or for the semester.

How to View Discipline Records

Click **Discipline** on the menu at the top of any page. The Discipline page is displayed for the student currently selected.



1. In the **Semester** field, the parent selects the semester for which he wants to view discipline records.
2. In the **Cycle** field, the parent selects the cycle. He can select All to view records for all cycles.
3. Click **Find Discipline**. All discipline records that match the criteria entered are displayed in the table at the bottom of the page.
 - a. The **Date** field displays the date and time of the discipline incident.
 - b. The **Infraction** field displays the specific violation.
 - c. The **Disciplinary Action** field displays a description of the action taken by campus officials in response to the discipline incident.
 - d. The **Referred by** field displays the name of the staff member who reported the incident.
 - e. The **Administrator** field displays the name of the campus administrator who is handling the incident and taking action.
 - f. Additional comments about the discipline incident may be displayed in italic font below the fields, if allowed by the district.