INCIDENT DATA

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Key Points

- Be sure to accurately enter in all data.
- Be sure to check the data after the suspension is over to make sure that it is still correct.
- Ensure that every single suspension that happens in an LEA, whether the student is regular education or special education, is entered into the LEA's SIS system.
- Ensure that every single incident report is submitted to UTREx (and that UTREx actually accepts all of the records.)

- You can use this <u>Incident Data Form</u> to guide you through the process of entering discipline incidences.
- What, if any of this data, affects "Safe School"?