

What do I need to know about discipline reporting?

Washington Definition of Classroom Exclusion

A classroom exclusion occurs when a teacher or other school personnel excludes a student from a classroom or instructional or activity area in response to a behavioral violation. A classroom exclusion is within school.

A classroom exclusion does not include actions that result in missed instruction for a brief duration when (a) a teacher or other school personnel attempts other forms of discipline to support the student in meeting behavioral expectations and (b) the student remains under the supervision of the teacher or other school personnel during such brief duration.

Classroom Exclusion CEDARS Reporting

Classroom Exclusion (CE) is a valid value under Element R11 – Exclusionary Action Applied.

• **Exclusion length:** A classroom exclusion is the exclusion of a student from a particular classroom or instructional or activity area for up to the balance of the school day. The duration of a classroom exclusion refers to the total number of consecutive school days the student is excluded, as reported in full day increments under Element R13 – Duration of Exclusionary Action Days.

• **Exclusion time:** Any classroom exclusion results in a student being excluded from a particular classroom or instructional or activity area for a period of time. The total amount of time refers to the summative time that a student is excluded from their classroom or instructional or activity area, as reported in increments of 0.1—with 1.0 equaling that student’s average school day of seat-time classes—under Element R14 – Total Amount of Exclusionary Time. Classroom exclusions that are for less than 0.1 of a school day are rounded up to 0.1.

• **Exclusion area:** A classroom exclusion concerns exclusions from curricular instructional or activity areas. A classroom exclusion does not include exclusions from recess, lunch, transportation, or extra-curricular activities.

• **Brief duration:** State regulations do not define “brief duration” in relation to actions that would not constitute a classroom exclusion. Evidence-based behavioral interventions and classroom strategies that include brief durations of time away from instruction typically recommend the brief duration not exceed five minutes.

For example, Breaks are Better—a tier 2 intervention intended for students prone to task-avoidance behaviors—provides students explicit opportunities to take appropriate breaks from academic activities for approximately 2–5 minutes. Therefore, when school personnel take “actions that result in missed instruction for a brief duration” to support a student in meeting behavioral expectations—the duration of such actions should align with evidence-based interventions and classroom strategies.



Data Entry and Data Quality

Incident and Exclusionary Action Data

All data is uploaded from the district Student Information System (SIS) to CEDARS.

Incident data includes student records for a single incident submitted to CEDARS for Elements R01 through R10.

Exclusionary Action data includes student records with information specific to the exclusionary action submitted to CEDARS for Elements R11 through R23.

Multiple Exclusionary Actions

If a student receives more than one exclusionary action in response to a single incident, each exclusionary action must be reported to include identical incident information (Elements R01–R10) and information specific to each exclusionary action (Elements R11–R23).

Data Quality Directions

1. Review student-level data that populates into CEDARS for accuracy.
2. If any data is incorrect or incomplete, verify or enter the data in your SIS.
 - If the data in your SIS is incorrect, update and resubmit the data to CEDARS.
 - If the data in your SIS is correct, check with your CEDARS District Administrator. It is possible that CEDARS has not pulled the correct data yet or that errors are occurring in CEDARS.

Resources

- [CEDARS Data Manual and Reporting Guidance](#)
- [OSPI Performance Indicators – Data and Analytics](#)
- [Student Discipline Rules Q&A: A Technical Guide](#)

Have Questions? Need Help?

- Email Student Information: AskSI@k12.wa.us

