

Discipline, Crime, & Violence Report
2001-2002
FILE LAYOUT

Header Records (must include all records as indicated)
SenderID =<3-digit Division Number of division submitting file>
CreateDate =<current date in mm/dd/yyyy format>
CreateTime =<current time in hh:mm:ss format>
EMAIL =<sender's e-mail address>
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DataType =SMF_DISCIPLN
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"A" Record				
First Position	Last Position	Field Length	Field Name	Field Acceptable Values
1	1	1	Record Type	Constant = A
2	2	1	Report Type	T = Test, R = Resubmit, A = Actual
3	10	8	Data Collection Name	Uppercase; constant = DISCIPLN
11	14	4	Beginning School Year	Four-digit year for beginning of school year, i.e. 2001
15	17	3	Division Number	Leading zeroes must be included, i.e. 005

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“B” Record Student/Incident Information				
First Position	Last Position	Field Length	Field Name	Field Acceptable Values
1	1	1	Record Type	Constant = B
2	13	12	Unique Student Identifier	Unique identifier for each student within a school division; NS=Non-student; UN=unknown
14	16	3	Enrolled Division Number	Division # Where student enrolled 001-999
17	20	4	Enrolled School Number	School # Where student enrolled 0001-9999
21	23	3	Incident Division Number	Division # where incident occurred 001-999
24	27	4	Incident School Number	School # where incident occurred 0001-9999
28	29	2	Grade	PK = Pre-Kindergarten KG = Kindergarten 01=Grade 1 02=Grade 2 03=Grade 3 04=Grade 4 05=Grade 5 06=Grade 6 07=Grade 7 08=Grade 8 09=Grade 9 10=Grade 10 11=Grade 11 12=Grade 12 UG=Ungraded (used only for those students who have failed LPT) PG=Post-Graduate

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“B” Record Student/Incident Information				
First Position	Last Position	Field Length	Field Name	Field Acceptable Values
30	32	3	Special Education Disability	MR = Mental Retardation SPD = Severe Profound Disabilities HI = Hearing Impairments SLI = Speech/Language Impairments VI = Visual Impairments ED = Emotional Disturbance OH = Orthopedic Impairments OHI = Other Health Impairments SLD = Specific Learning Disabilities DB = Deaf-Blindness MD = Multiple Disabilities AUT = Autism TBI = Traumatic Brain Injury DD = Developmental Delay
33	42	10	Date of Birth	Date mm/dd/yyyy
43	44	2	Racial/ethnic Category	01=Native American 02=Asian/Pacific Islander 03=Black(Non-Hispanic) 04=Hispanic 05=White(Non-Hispanic)
45	45	1	Gender	F=Female, M=Male
46	55	10	Date of Incident	Date mm/dd/yyyy
56	61	6	Incident Code	XXX999, Unique code for each incident (All students involved in a particular incident would be assigned the same incident code.)
62	67	6	Offense Code 1	See Offense Code Listing and Definitions (rev.9/2001)
68	73	6	Offense Code 2	See Offense Code Listing and Definitions (rev.9/2001)
74	79	6	Offense Code 3	See Offense Code Listing and Definitions (rev.9/2001)
80	85	6	Offense Code 4	See Offense Code Listing and Definitions (rev.9/2001)

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“B” Record				
Student/Incident Information				
First Position	Last Position	Field Length	Field Name	Field Acceptable Values
86	91	6	Offense Code 5	See Offense Code Listing and Definitions (rev.9/2001)
92	96	5	Number of Firearms Confiscated	Leading zeros must be included, i.e. 00100
97	101	5	Number of Non Firearms Confiscated	Leading zeros must be included, i.e. 00100
102	103	2	Final Division discipline/Sanction	02=Short-term suspension (out of school) 03=Long-term suspension (out of school) 04=Expulsion 05=Special education interim placement-LEA decision 06=Special education interim placement-hearing officer decision 99=None of the above
104	106	3	Number of Days Suspended	Numeric (000-maximum school days) 365=One year suspension
107	108	2	Number of victims	Numeric (00-99)
109	109	1	Alternative Placement	Y=yes; N=no
110	110	1	One-year suspension but shortened by chief administering officer of LEA under modification provisions of the GFSA	Y=yes; N=no
111	111	1	Permanent Expulsion	Y=yes; N=no

“Z” Record				
First Position	Last Position	Field Length	Field Name	Field Acceptable Values
1	5	5	Record Type	Constant = ZZZZZ

Trailer Record
RecordCount =<number of A-Z records included in this file>

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2001-2002 Annual Report of Discipline, Crime and Violence Offense Codes (rev. 9/2001)		
Required Codes	Optional Codes	Offense Description
AL1	ALC01 ALC02 ALC03	Alcohol: Alcohol Alcohol Use Alcohol Possession Alcohol Sales/Distribution
AR1	ARS01 ARS02	Arson: Arson Arson: Actual Arson: Attempted
BA1 BA2 BA3 BA4		Battery/Assault: Assault Against Staff: Law Violations (aggravated assault, malicious wounding) --With Firearm or Other Weapon Assault Against Staff: Law Violations (aggravated assault, malicious wounding)--No Weapon Assault Against Student: Law Violations (aggravated assault, malicious wounding)--With Firearm or Other Weapon Assault Against Student: Law Violations (aggravated assault, malicious wounding)--No Weapon
BB1		Bomb Threat Bomb Threat
BR1	BRK01 BRK02	Breaking and Entering/Burglary: Breaking and Entering/Burglary Burglary: Actual Burglary: Attempted
BU1		Bullying: Bullying
DC1	DOC01 DOC02 DOC03 DOC04 DOC05 DOC06	Disorderly Conduct: Disorderly Conduct Disrespect (walking away, talking back, etc.) Defiance of Authority/Insubordination (refuses reasonable requests) Disruptive Demonstrations Possession of Obscene or Disruptive Literature or Illustrations Classroom or Campus Disruption Using Obscene or Inappropriate Language or Gestures

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Required Codes	Optional Codes	Offense Description
	DOC07	Setting Off False Fire Alarm
DR1	DRG01	Drug Violations: Drug Possession/Use
	DRG02	Schedule I & II Drug Use (e.g. Heroin, Cocaine, Opium, Morphine, LSD, Hallucinogenic)
	DRG03	Schedule I & II Drug Possession
	DRG04	Schedule I & II Drug Sale/Distribution
	DRG05	Over-the-Counter Medication Use (not in compliance with local policy)
	DRG06	Over-the-Counter Medication Possession (not in compliance with local policy)
	DRG07	Over-the-Counter Medication Sale/Distribution
	DRG08	Marijuana Use
	DRG09	Marijuana Possession
	DRG10	Marijuana Sale/Distribution
	DRG11	Other Drug Use
	DRG12	Other Drug Possession
	DRG13	Other Drug Sale/Distribution
DR2	DRG15	Drug Overdose (any kind)
	DRG16	Drug Paraphernalia Possession
	DRG17	Possession of Inhalants
		Use of Inhalants
		Substances Represented as Drugs ("look-alikes")
FA1		Fighting: Fighting: Mutual Contact between Students--Serious Injuries, Requiring Medical Attention
FA2		Fighting: Mutual Contact between Students--No/Minor Injuries that Do Not Require Medical Attention
GA1		Gang Activity: Gang Activity
HO1		Homicide: Firearm Against Staff
HO2		Firearm Against Student
HO3		Other Weapon Against Staff
HO4		Other Weapon Against Student

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Required Codes	Optional Codes	Offense Description
KI1		Kidnapping: Kidnapping/Abduction
RO1	ROB01 ROB02	Robbery (using force): Robbery Actual Robbery Attempted Robbery
SX1 SX2 SX3 SX4 SX5 SX6 SX7 SX0		Sexual Offenses: Offensive Sexual Touching Against Staff Offensive Sexual Touching Against Student Forcible Rape Against Staff Forcible Rape Against Student Attempted Rape Against Staff Attempted Rape Against Student Sexual Offenses Without Force (includes indecent exposure, lewd behavior) Sexual Harassment
TH1 TH2	THF01 THF02 THF03 THF04 THF06	Theft Offenses (no force): Theft Offenses (except motor vehicle) Theft of School Property Theft of Staff Property Theft of Student Property Possession of Stolen Property Theft of Motor Vehicle Attempted Theft of Motor Vehicle
TI1 TI2		Threat/Intimidation: Threatening Staff Member (physical or verbal threat or intimidation) Threatening Student (physical or verbal threat or intimidation)
TB1	TBC01 TBC02 TBC03	Tobacco Products: Tobacco Tobacco Use Tobacco Possession Tobacco Sales/Distribution
TR1		Trespassing: Trespassing

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Required Codes	Optional Codes	Offense Description
WP1 WP2		Weapons Violations: Bringing a Handgun to School/School Event Bringing a Rifle/Shotgun to School/School Event
WP3 WP4 WP5 WP6 WP7 WP8 WP9		Bringing a Toy/Look-Alike Gun to School/School Event Bringing Any Other Weapon Which is Designed or May Be Converted to Expel a Projectile by the Action of Any Explosive to include Live Ammunition Bringing a Knife to School/School Event (more than 3 inches) Possession or Representation of Any Destructive Bomb or Explosive Device Use of Any Destructive Bomb or Explosive Device Other Firearms (firearms other than handguns, rifles or shotguns) Possession of Other Weapon (instrument or object to inflict harm on another person)
VA1	VAN01 VAN02 VAN03	Vandalism: Vandalism Vandalism of School Property Vandalism of Private Property Graffiti
OT1	ATO01 ATO02 ATO03 ATO04 ATO05 COM01 COM02 COM03 EXT01 EXT02 GAB01 HAR01	Other School Code of Conduct Violations: Other Code of Conduct Violations Resulting in Suspension or Expulsion Tardiness Class Cutting Truancy Brought to School by Police Leaving School Grounds without Permission Beepers Cellular Telephones Electronic Devices (radios, tape players, etc.) Extortion Attempted Extortion Gambling Harassment (shoving, throwing objects at someone). Refer to Sexual Offenses (Sexual Harassment) and Threat/Intimidation.

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Required Codes	Optional Codes	Offense Description
	HAZ01	Hazing
	RTG01	Inciting a Riot
	RTG02	Attempting to Incite a Riot
	STA01	Stalking
	SCV01	Inappropriate Personal Property (food/beverage, clothing, toys, etc.)
	SCV02	Misrepresentation (altering notes, false information, cheating, etc.)
	SCV03	Other School Code of Conduct Violation Not Covered in These Codes
	TEC01	Unauthorized Use of Technology and/or Information
	TEC02	Causing/Attempting to Cause Damage to Computer Hardware, Software or Files
	TEC03	Violations of Acceptable Usage Policy
	TEC04	Violations of Internet Policy
	WPV08	Bringing Razor Blades/Box Cutters to School/School Event*
	WPV10	Bringing Fireworks to School/School Event*

***WPV08** and **WPV10** have moved from Required Codes.