

Behavior (Virginia)

Last Modified on 12/14/2025 8:45 pm CST

[Incident Editor](#) | [Event Editor](#) | [Participant Editor](#) | [Resolution Editor](#)

Tool Search: Behavior Referral; Behavior Management; Behavior

This article describes the Event, Participant and Resolution editors that include state-specific elements used in reporting. The Event and Participant editors are available from both the [Referral](#) and the [Management Tool](#) and the Resolution editor is available from the [Management Tool](#) and the student's Behavior tool. In addition to the localized fields described in this article, some core dropdown lists may include localized options.

The [Referral](#) is used to report behavior incidents to behavior administrators. Incidents are then reviewed in the [Management Tool](#), where modifications can be made and resolutions assigned. Resolutions can also be assigned in the student [Behavior tool](#). Incidents are made up of Events and Participants linked by time and location. See additional documentation regarding the [Behavior](#) module for more information.

Behavior Management ☆

Save

Delete

New

Status Filter: Submitted/In-Progress ▼
Alignment Filter: Discipline/Award ▼

Incident Management Editor						
Title	Date/Time	Incident Location	Incident Time	Submitted By	Status	Locked
AKC hrs override	11/16/2022 4:38 PM	Off-campus at a school sponsored event	During school activity-outside reg. day	Administrator, System	IP	

Incident Detail Information

This section stores information specific to the incident and will be shared on the behavior tab of each participant. Add Event/Participant and Add Resolution buttons will not be enabled until all required fields are filled.

Incident ID: 31438

Status: In-Progress ▼

Submitted Date: 12/06/2022 04:39 PM

*Alignment: Discipline ▼

Title: AKC hrs override

Submitted By: Administrator, System ▼

*Date of Incident: 11/16/2022

*Time of Incident: 04:38 PM

Damages: \$ 0.00

*Incident Time: 02: During school activity-outside reg. day ▼

Context Description:

Behavior Management Tool

Incident Editor

The Incident Detail Information editor describes the collection of events and participants. Many of the fields described in this section also display in the [Behavior Referral](#).

Behavior Management ☆

Behavior Office > Behavior Management > Behavior Management

Save Delete New

Status Filter: Submitted/In-Progress

Alignment Filter: Discipline/Award

Incident Management Editor

Title	Date/Time	Incident Location	Incident Time	Submitted By	Status	Locked

Incident Detail Information

This section stores information specific to the incident and will be shared on the behavior tab of each participant. Add Event/Participant and Add Resolution buttons will not be enabled until all required fields are filled.

Status

In-Progress

Submitted Date:

*Alignment

Discipline

Title

Cafeteria Fight

*Date of Incident

11/28/2023

*Time of Incident

11:32 AM

*Incident Time

01: During regular school day

Damages

\$

*Incident Location

2: Interior common area of school building

Context Description

Localized Incident Location

Select a Value

Location Description

Details

Events and Participants

This section will store event and participant information. Event Details will be shared across participants. Participant Details will only be displayed on that person's behavior tab.

Add Event/Participant

Add Resolution

Add Behavior Response

Incident Detail Information

Field	Description	Ad Hoc <i>Student > Behavior > Behavior Incident</i>
Incident ID	The unique identification number assigned to the incident once the record is saved. This field cannot be edited.	behaviorDetail.incidentID
Status	The status of the incident as <i>Submitted</i> , <i>In Progress</i> and <i>Complete</i> .	behaviorDetail.status
Submitted Date	The date the incident record was reported. This field cannot be edited.	behaviorDetail.submittedByDate
Submitted By	The user who reported the incident.	behaviorDetail.submittedBy

Field	Description	Ad Hoc <i>Student > Behavior > Behavior Incident</i>
Alignment <i>Required</i>	Indicates the incident is related to <i>Discipline</i> (negative) or <i>Award</i> (positive).	behaviorDetail.alignment
Incident Title	A brief description of the incident.	behaviorDetail.title
Date of Incident <i>Required</i>	The date the incident takes place. Defaults to the date the incident is created.	behaviorDetail.incidentDate
Time of Incident <i>Required</i>	The time the incident takes place. Defaults to the time the incident is created.	behaviorDetail.timestamp
Damages	The total cost of all damages that occurred as a result of the incident.	behaviorDetail.damages
Incident Time <i>Required</i>	Indication of the setting, or time of day the incident took place.	behaviorDetail.timestamp
Context Description	Additional information about the context of the incident.	behaviorDetail.contextDescription
Incident Location <i>Required</i>	Where the incident took place.	behaviorDetail.location
Location Description	Additional information about the location of the incident.	behaviorDetail.locationDescription
Details	Any additional information about the incident, including a description of what occurred.	behaviorDetail.details

Event Editor

The Event Details editor describes the individual event in the behavior incident. [Event Types](#) are established in the Behavior Admin area.

Event Details

*Event Type:
 BSC14: Fighting that results in no injury as determined by the school administration ▼
 Event ID: 35705
 Demerits: 0 State Code: BSC14: Fighting that results in no injury

According to the VDOE, a student may only have up to three events in an incident. All additional events will report and cause an error at the time of file uploads.

☐ Law Enforcement Notified
 ☐ Indeterminate Victim
 ☐ Most Severe

☐ This event required the use of a Behavior Response

- Modified by: Conner, Michael 09/29/2023 09:35

Event Details

Field	Description	Ad Hoc <i>Student > Behavior > Behavior Event</i>
Event Type <i>Required</i>	The identifying code and name of the event. Event Types are created in the Behavior Admin area and can be mapped to State Event Codes. Options are dependent on the Alignment selected for the Incident; only Event Types with the same alignment is available.	behaviorDetail.incidentType
Demerits/Points	Indicates a mark of poor conduct for a discipline event or a mark of positive action for an award event. This field displays the value entered for the Event Type .	N/A
State Code	The state code to which the behavior event is mapped for reporting purposes.	behaviorDetail.stateEventCode
Law Enforcement Notified	Indicates of law enforcement was notified as a result of the incident.	behaviorDetail.policeNotified
Indeterminate Victim	Indicates the event has an unknown number of victims.	behaviorDetail.indeterminateVictim
Most Severe	Indicates this is the most severe event.	behaviorDetail.mostSevere

Field	Description	Ad Hoc <i>Student > Behavior > Behavior Event</i>
This event required the use of a Behavior Response	Indicates this events requires the use of a Behavior Response.	behaviorDetail.responseRequired

Participant Editor

The Participant Details editor lists the individuals involved in the event. Add participants by searching for the participant's name and then entering details of involvement. Person details populate from [Census](#) and [Enrollments](#).

Participant(s) Details

☒ David G (Gender: M Grade: 03 Age: 14 #:) ☐ Display on Portal

Role:

Demerits

*Relationship to School

Offender

0

1: Current Student

Injury

1: No Injury

Injury Description

Medical Service Provided:

Details:

*Offense Type

P: Primary

Court Appointed Hearing Officer

Add Participant

Filter:

Students

Student Name or Complete Student Number:

Search

Participant(s) Details

Field	Description	Ad Hoc <i>Student Information > Behavior > Behavior Role</i>
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Field	Description	Ad Hoc <i>Student Information > Behavior > Behavior Role</i>
Student Name	The name of the participant in the event. Additional information displays in parenthesis after the name depending whether the participant was a Student, an Employee or neither.	N/A
Display on Portal	Marking this checkbox includes basic incident and event information for only this participant to display on the Portal for the student's parents to view.	behaviorDetail.portal
Hide Details	Clicking this button collapses participant details to view a list of participants.	N/A
Role	The way in which the individual participated in the event, as an Offender, a Participant, a Victim or a Witness. For Award incidents, the available role is Recipient.	behaviorDetail.role
Demerits/Points	Indicates a mark of poor conduct for a discipline event or a mark of positive action for an award event.	behaviorDetail.demerits
Relationship to School <i>Required</i>	Indicates the participant's relationship to the school, such as current or former student or staff member, at the time of the event. This field is required.	behaviorDetail.relationshipToSchool
Injury	Indicates the participant received an injury as a result of the event. Options are 1: No Injury, 2: Minor Injury, 3: Major Injury or 4: Serious Bodily Injury.	behaviorDetail.role_injury
Injury Description	Additional information about the participant's injury.	behaviorDetail.injuryDescription
Medical Service Provided	Indicates medical service was provided to the individual as a result of the event.	behaviorDetail.medicalServiceProvided

Field	Description	Ad Hoc <i>Student Information > Behavior > Behavior Role</i>
Details	Additional information about the individual's participation in the event.	behaviorDetail.roleComments
Offense Type <i>Required</i>	Indicates whether the event was the Primary, Secondary, or Tertiary Event for that Participant in the Incident.	N/A
Court Appointed Hearing Officer	Indicates the student has an assigned officer.	behaviorDetail.hearingOfficer

Resolution Editor

The Resolution Details editor provides the details for the resolution assigned to the student, such as detention or suspension of bus privileges. When adding a resolution, users can select which event participants to apply the resolution to. [Resolution Types](#) are established in the Behavior Admin area.

Add Resolution

Resolution Details

***Resolution Type:**
ISS : In-School Suspension (1/2 day or more)

State Code: ISS: In-School Suspension (1/2 day or more)

***Resolution Assign Date:** 11/28/2023 ***Resolution Start Date:** 11/28/2023 **Resolution Start Time:** 1:00 PM ***Resolution End Date:** 12/01/2023 **Resolution End Time:** 1:00 PM

Category: Minor

Duration in School Days: 2 **Assigned By:** 1: School Administration **Hours Sanctioned Override:**

Attendance Code: (Warning: Saving this resolution will update attendance)
AIS: In School Suspension

Behavior Admin Staff Name: Shannon

Details:

Alternate Placement: N: No **Notified of Conviction:** ☐

Permanent Change in Placement: N: No **Services Provided During Removal:**

Alternate Placement School: **Alt Placement Educational Agency:**

Graded Work Provided:

***Behavioral Intervention:** x 10: Referral to Outside Support Agency

Instructional Support: Select Values

***Apply To:**
Assault: Intending to cause physical injury to another person
☒ David

Behavior Resolution Detail

Field	Description	Ad Hoc <i>Student > Behavior > Behavior Resolution</i>
Resolution Type	The identifying name and code of the resolution. Resolution Types are created in the Behavior Admin area and are mapped to State Resolution Codes.	N/A

Field	Description	Ad Hoc <i>Student > Behavior > Behavior Resolution</i>
State Code	<p>The State Code mapped to the Resolution Type.</p> <p>Note: when the State Code = STS1, LTS1 or EX1, the Instructional Support field become required.</p>	behaviorDetail.resolutionCode
Category	The Category assigned to the Resolution Type	N/A
Resolution Assign Date	The date the resolution was assigned.	N/A
Resolution Start Date	The date the student begins serving the resolution.	behaviorDetail.resolutionStartDate
Resolution Start Time	The time the student begins serving the resolution.	behaviorDetail.resolutionStartTimestamp
Resolution End Date	The date the student must complete the resolution.	behaviorDetail.resolutionEndDate
Resolution End Time	The time the student must complete the resolution.	behaviorDetail.resolutionEndTimeStamp

Field	Description	Ad Hoc <i>Student > Behavior > Behavior Resolution</i>
Duration in School Days	The number of units the detention resolution lasts. This field displays when a resolution other than Detention is selected.	behaviorDetail.resolutionSchoolDaysDuration
Assigned By	The person or role of the person who assigned the behavior resolution.	behaviorDetail.resolution.assignedBy
Hours Sanctioned Override	The override for hours sanctioned.	behaviorDetail.durationHours
Detention Duration	For resolutions with a subtype of Detention, how long the detention lasts.	behaviorDetail.duration
Duration Units	For resolutions with a subtype of Detention, the units describing detention time, such as minutes or hours.	N/A
Attendance Code	For resolutions with a subtype of Detention, indicates whether the student has begun serving the detention.	behaviorDetail.attendanceCode
Behavior Admin Staff Name	The behavior staff member responsible for the resolution.	behaviorDetail.staffName

Field	Description	Ad Hoc <i>Student > Behavior > Behavior Resolution</i>
Details	Additional information about the participant's resolution.	N/A
Alternate Placement	Indicates the student was provided with alternate placement services during removal.	behaviorDetail.alternatePlacementSchool
Permanent Change in Placement	Indicates whether the student's alternate placement is permanent.	behaviorDetail.permChangePlacement
Notified of Conviction	Indicates whether the student was convicted for the incident.	Student > Behavior > Custom Behavior Resolution > customBehaviorResolution.notifiedOfConviction
Charges Filed	Indicates whether charges were filed based on feedback from law enforcement regarding the reported incident.	behaviorDetail.resolutionCharges
Services Provided During Removal	Indicates whether the school division is providing educational services during a suspension or expulsion.	Student > Behavior > Custom Behavior Resolution > customBehaviorResolution.servicesProvidedDuringRemoval

Previous Versions

[Behavior \(Virginia\) \[.2247 and previous\]](#)