

Student Discipline File (P) (Washington)

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[Report Logic](#) | [Generating a Discipline File](#) | [Report Layout](#)

PATH: *WA State Reporting > Student Discipline File (P)*

The Student Discipline File (P) extract reports information regarding disciplines, incidents and interventions unique to those students involved in incidents during school or school-related activities.

Student Discipline File (P) Editor

Report Logic

- A record reports for each student offender per incident with at least one state reported event in which the student participated that occurred on or between the calendar Start Date and the As of Date selected in the extract editor.
- When all state event codes have a severity entered in the value field on the attribute dictionary, all mapped state event codes will report per student record with the most severe reporting in the BehaviorCode field and the remainder reporting in the OtherBehaviors field.
- If one or more state event codes does not have a severity entered in the value field on the attribute dictionary, the first entered behavior per student record will report in the BehaviorCode field and the OtherBehaviors field will report as null.
- The reporting resolution's event must have a [classification](#) of Weapon in order to assign a Weapon to a participant.
- A resolution mapped to State Resolution Code 43 (Truancy Petition filed with Juvenile Court) will never report in this file regardless of whether or not flagged final resolution.
- Students marked as No Show are not included in the report.
- State Excluded calendars, grade levels, and enrollment records are not included in the report.

Generating a Discipline File

1. Enter an **As of Date** indicating which incidents should be included.

The **As of Date** uses today's date by default.

2. Indicate the **Format** in which the report should be generated. Use *Tab Delimited* for submission to the state and *CSV* or *HTML* for data review and verification.
3. Select an **Ad Hoc Filter** to limit the participants reported to those included in the filter.
4. Select the **Calendar(s)** that should be included in the report.
5. Click **Generate Extract** to generate the report in the indicated format or **Submit to Batch** to schedule when the report will generate.

Users have the option of submitting report request to the batch queue by clicking **Submit to Batch** instead of Generate Extract. This process will allow larger reports to generate in the background, without disrupting the use of Campus. The generated extract is available in the Process Inbox. For more information about submitting a report to the batch queue, see the [Batch Queue](#) article.

Student Discipline File P Records:11							
SchoolYear	ServingCountyDistrictCode	DistrictStudentId	SSID	LocationId	IncidentDate	BehaviorCode	
2009	21802	12345789	987654321	301	10/15/2008	3	
2009	21802	23457891	876543219	301	10/15/2008	3	
2009	21802	34578912	765432198	301	10/15/2008	1	
2009	21802	45789123	654321987	301	10/15/2008	2	
2009	21802	57891234	543219876	301	10/15/2008	3	

Student Discipline File - HTML Format

Report Layout

Element	Description	Format, Type and Length	Campus Database	Campus Interface
School Year	The year in which the school year ends. For example, the 2012-2013 year would report as 2013.	Numeric, 4 digits	Calendar.endYear	System Administrial Calendar > Calendar > Calendar Ir End Date
Serving Country District Code	The county-district code for the district submitting the data. Reports the Serving District code. If null, the State District Number is reported. If the student does not have a primary enrollment record, the enrollment with the most recent start date is used. Students not actively enrolled on the Incident Date are not reported.	Numeric, 5 digits	District.number Enrollment.servingDistrict	Student Information General > Enrollment Enrollment Editor > St Reporting F > Serving District Co System Administrial Resources District Information District Edi District Det State Distri number
District Student ID	Identifies the locally-assigned student identification number.	Numeric, 10 digits	Person.studentNumber	Census > F > Demogra > Person Identifiers : Student Nu

Element	Description	Format, Type and Length	Campus Database	Campus Interface
SSID	Identifies the state-assigned student identification number.	Numeric, 10 digits	Person.stateID	Census > P > Demogra > Person Identifier > ID
Location ID	Identifies the school number where the student is enrolled. The State School Number of the offender of record's primary calendar of enrollment as of the Incident Date is reported. If the student does not have a primary enrollment record, the enrollment with the most recent start date is used. Students not actively enrolled on the Incident Date are not reported	Numeric, 4 digits	School.number	System Administrial Resources Resources School > S School Nun
Incident Date	Identifies the date on which the incident occurred.	Date field, 10 characters MM/DD/YYYY	BehaviorIncident.timestamp	Behavior > Behavior Manageme Incident > of Incident
Behavior Code	The behavior event in which the student participated. Reports the most severe event based on the hierarchy set up in the Attribute Dictionary. See the following Behavior Event Options table for values.	Numeric, 1 digit	BehaviorEvent.type	Behavior > Behavior Manageme Incident > > Event Ty

Element	Description	Format, Type and Length	Campus Database	Campus Interface
Intervention Date	<p>Identifies the date on which the resolution began.</p> <p>Reporting logic looks to see whether the student has a resolution assigned:</p> <ol style="list-style-type: none"> Report as null <ol style="list-style-type: none"> If NO resolution is assigned There is at least 1 resolution is assigned, but none are mapped to a state resolution code There is at least 1 resolution assigned that is mapped to a state resolution code, but either none of the state resolution codes = EE or none are flagged as Final Intervention Report Start Date (or Assigned Date value if null) FROM: <ol style="list-style-type: none"> The assigned resolution mapped to State Resolution Code = EE <ol style="list-style-type: none"> ONLY when at least one resolution assigned is mapped to State Resolution Code = EE and is either: <ol style="list-style-type: none"> Active on the As-of Date selected on the extract editor Is the ONLY resolution present that is mapped to a state resolution code Else report Start Date (or Assigned Date value if null) FROM the Resolution flagged as Final Intervention and mapped to a State Resolution Code. <ol style="list-style-type: none"> If >1 mapped state code resolution is flagged as Final Intervention, report from most recent 	Date field, 10 characters MM/DD/YYYY	BehaviorEvent.eventID BehaviorRole.role BehaviorResType.stateResCode BehaviorResolution.discAssignDate	Behavior > Event Behavior > Behavior Behavior Manager Event/Parti Editor > Event and Participant Details > Participant Details > Resolution Types, Resolution Assign Date Resolution Date

Element	Description	Format, Type and Length	Campus Database	Campus Interface
Intervention Applied	<p>Indicates the resolution for the student relating to the incident being reported. If multiple resolution exist, reports the most severe.</p> <p>See the following Behavior Resolution Options table for values.</p> <p>Reporting logic looks to see whether the student has a resolution assigned:</p> <ol style="list-style-type: none"> 1. Report as null <ul style="list-style-type: none"> o If NO resolution is assigned o There is at least 1 resolution is assigned, but none are mapped to a state resolution code o There is at least 1 resolution assigned that is mapped to a state resolution code, but either none of the state resolution codes = EE or none are flagged as Final Intervention 2. Report as EE: <ul style="list-style-type: none"> ONLY when at least one resolution assigned is mapped to State Resolution Code = EE and is either: <ul style="list-style-type: none"> ▪ Active on the As-of Date selected on the extract editor ▪ Is the ONLY resolution present that is mapped to a state resolution code 3. Report the mapped State Resolution Code from the resolution flagged as Final Intervention ONLY when NO resolutions assigned meet the EE conditions above. <ol style="list-style-type: none"> 1. If more than one mapped state code resolution is flagged as Final Intervention report last entered (most recent). 	Alphanumeric, 2 characters	BehaviorResType.stateResCode	Events and Participant: Add Resolution Details > S Code Behavior Resolution Final Intervention
Num Intervention Days	<p>The total number of days the resolution lasts, reported in half days.</p> <p>MUST report based on the reporting resolution (P09).</p> <p>IF Intervention Applied = EE, NA or null, reports NumInterventionDays as null.</p> <p>IF Intervention Applied is NOT null or NA or EE:</p> <p>Report Number of Days:</p> <ul style="list-style-type: none"> • Total the number of Intervention days from the reporting "Final Resolution" AND any additional resolutions for the same reporting event/offender ONLY when state Resolution code = EE (emergency 	Numeric 5-digit max includes decimal X or XXX.5 Half or full day increments	Calculated	Events and Participant: Add Resolution Details > <ul style="list-style-type: none"> • State • Duration • School • Resolution Start I • Resolution Start T • Applied Date • Resolution End D • Resolution

Element	Description expulsion) ◦ If Duration in School Days is NOT null:	Format, Type and Length	Campus Database	End Ti Campus Interface
	<ul style="list-style-type: none"> ▪ Logic first looks at the total values from all interventions and then applies modified rounding: <ul style="list-style-type: none"> ▪ Full day counts as 1 ▪ Anything less than full day, counts as .5 ▪ For example: <ul style="list-style-type: none"> ▪ If reporting resolution is OSS with duration=1.75 AND an EE resolution is present with duration=2.35 ▪ Derive total first, $1.75+2.35=4.10$ then apply rounding ▪ reported value = 4. • If Duration in School Days is null, calculate based on Resolution Start Dates and Resolution End Dates - count unique school days in whole day increments ONLY. <ul style="list-style-type: none"> ◦ For example: <ul style="list-style-type: none"> ▪ If reporting resolution is OSS with res start date =09/01/16 & res end date = 09/05/16 AND an EE resolution is present with res start date 8/31/16 and res end date 09/01/16 - count unique number of school days on/between each date range. ▪ OSS - 09/01 and 09/02 and 09/05 are school days (3) + EE - 08/31 and 09/01 are school days, but only 1 is unique - i.e. is not reported in OSS (1) therefore value reported = 4 			
Incident ID	Identifies the unique ID assigned to the incident being reported.	Numeric, 20 digits	BehaviorIncident.number	Behavior > Behavior Management > Incident > Incident ID

Element	Description	Format, Type and Length	Campus Database	Campus Interface
Weapon Type	<p>Identifies the type of weapon used in the reported incident.</p> <p>This reports from the weapon record where State Reported = Yes.</p> <ul style="list-style-type: none"> • If there are multiple weapon types and none are marked as state reported, value reports from the most recent code. • If there are multiple and more than one are marked as state reported, value reports from the most recent record marked as State Reported. • Otherwise, reports as null. <p>The reporting resolution's event must have a Classification of Weapon in order to flag a participant on that event with a Weapon code.</p>	Alphanumeric, 2 characters	BehaviorWeapon.weaponCode	Behavior > Behavior Management Incident > Events and Participant: Participant > Weapon
IAES	<p>If the Interim Alternative Educational Setting field is marked for the most severe event (based on the hierarchy following), reports as Y.</p> <p>If the student has an active SPED record on the date of the incident and the IAES checkbox is not marked, reports as N.</p> <p>If the student does not have an active SPED record on the date of the incident and the IAES checkbox is not marked, reports as null.</p>	Alphanumeric, 1 character Y or N	BehaviorResolution.interimAltEdSetting	Behavior > Behavior Management Incident > Resolution Interim Alternative Educationa Setting
EmergencyExp	<p>Indicates whether the initial intervention applied for the incident was an Emergency Expulsion.</p> <p>A value of Y is reported if there is at least one resolution on the student's most severe behavior event that is mapped to a State Code of EE.</p>	Alphanumeric, 1 character Y or N	Not dynamically stored	Not dynam stored
EEConversionDays	<p>Indicates the number of school days between the initial EE - Emergency Expulsion and the Date the Emergency Expulsion was converted to the intervention reported in Intervention Applied field.</p> <p>Reports based on P14: presence of an emergency expulsion (EE).</p> <p>If P14 reports as N</p> <ul style="list-style-type: none"> • Report EEConversionDays as null. <p>ONLY if P14 reports as Y:</p> <ul style="list-style-type: none"> • If at least ONE resolution does NOT exist on this offender's most severe behavior of record where mapped state resolution code does NOT = EE • Report Total days from all EE resolutions entered on this Offender's Most Serious Behavior Event 	Integer, 2 digits	BehaviorResType.stateResCode	Behavior > Administrative Resolution > State Resolution (Mapping)

Element	Description	Format, Type and Length	Campus Database	Campus Interface
	<p>If 'Duration in School Days is not null, report the total value entered</p> <ul style="list-style-type: none"> ▪ Modified round counts a whole day as a whole number (1). Anything less than a whole day is counted as a half day (.5) ◦ If 'Duration in School Days is NULL, report as NULL if Resolution end date is NULL. ◦ If 'Duration in School Days is NULL, and Resolution End Date is NOT null: <ul style="list-style-type: none"> ▪ Calculation logic must report in whole days only <ul style="list-style-type: none"> ▪ If Resolution Start Date is NOT null, <ul style="list-style-type: none"> ▪ Report number of days on/between RES start date to RES end date (ex: If start date = end date report as 1) ▪ If Resolution Start Date is NULL and Resolution Applied Date is NOT null <ul style="list-style-type: none"> ▪ Report number of days on/between RES applied date to RES end date (ex: If applied date = end date report as 1) ▪ If Resolution Start Date and Applied Date are both NULL <ul style="list-style-type: none"> ▪ Report as 0 			
OtherBehaviors	If there is more than one behavior associated with the incident, this field reports any additional State Event Codes that are not reported in the BehaviorCode field.	Varchar, 40 characters	Behavior.stateEventCode	Student Information General > Behavior Type > Event ID System Administration Behavior > Event Type Behavior Editor Behavior Editor Type Detail State Code

Element	Description	Format, Type and Length	Campus Database	Campus Interface
Academic Services	Indicates the Academic Services value entered on the student's behavior resolution.	Varchar, 1 digit	BehaviorResolution.academicServices	Behavior > Behavior Management Incident > Resolution Academic Services
Behavior Services	Indicates the Behavior Services value entered on the student's behavior resolution.	Varchar, 1 digit	BehaviorResolution.behaviorServices	Behavior > Behavior Management Incident > Resolution Behavior Services
Petition for Readmission	Indicates the Submitted value entered on the student's behavior resolution.	Date field, 10 digits MM/DD/YYYY	BehaviorResolution.submitted	Behavior > Behavior Management Incident > Resolution Submitted
Granted Petition for Readmission	Indicates the Granted value entered on the student's behavior resolution.	Date field, 10 digits MM/DD/YYYY	BehaviorResolution.granted	Behavior > Behavior Management Incident > Resolution Granted
Petition for Over One Year	Indicates the Petition to Exceed More than One Year value entered on the student's behavior resolution.	Integer, 1 digit	BehaviorResolution.petitionToExceed	Behavior > Behavior Management Incident > Resolution Petition to Exceed More than One Year
Reengagement Meeting	Indicates the Re-engagement Meeting Date value entered on the student's behavior resolution.	Date field, 10 digits MM/DD/YYYY	BehaviorResolution.reEngagementMtgDate	Behavior > Behavior Management Incident > Resolution engagement Meeting Date
Reengagement Plan	Indicates the Re-engagement Plan value entered on the student's behavior resolution.	Varchar, 1 digit	BehaviorResolution.reEngagementPlan	Behavior > Behavior Management Incident > Resolution engagement Plan
Appeal	Indicates the Appeal Code value entered on the student's behavior resolution.	Integer, 1 digit	BehaviorResolution.appealCode	Behavior > Behavior Management Incident > Resolution Appeal Code

Behavior Event Options

Schools can create their own codes via the [Attribute/Dictionary](#) (see image below). To add values, review [this section](#) about custom attributes and create values for Behavior > State Event Code Mapping.

The screenshot shows the 'Attribute/Dictionary' section of the Infinite Campus software. The left sidebar has a tree view with 'System Administration' expanded, showing 'Attendance', 'Auditing', 'Batch Queue', 'Calendar', 'Census', 'Counseling', and 'Custom'. Under 'Custom', 'Attribute/Dictionary' is selected and highlighted with a red box. The main content area shows a tree view with 'Campus Attribute/Dictionary Editor' expanded, showing 'AcctAccessStGroup', 'AcctAccessStSystem', 'AcctProfileGroup', 'AcctProfileItem', 'AthleteEligibility', 'AttendanceExcuse', and 'Behavior'. 'Behavior' is expanded, showing 'Behavior Event Category', 'Behavior Resolution Category', 'State Event Code Mapping', and 'State Resolution Code Mapping'. 'State Event Code Mapping' is expanded, showing 'Dictionary (13 Entries)'. A red arrow points to the 'Dictionary (13 Entries)' table, which has two rows: 'Code' 'Name' 'Seq' 'Value' 'Standard Code' 'Active' and '1' 'Bullying' '0' '' '' 'checked' and '10' 'Serious Bodily Injury' '0' '' '' 'X'.

The Severity of an event code is determined by the number entered in the **Value** field, with the lowest number reporting as the highest severity.

This list is the original event codes provided by the state.

Code	Description
02	Tobacco
03	Alcohol
04	Illicit Drug (not marijuana)
05	Fighting without Major Injury
06	Violence without Major Injury
07	Violence with Major Injury
08	Possession of a Weapon
09	Other behavior resulting in a corrective or disciplinary action
10	Serious Bodily Injury
11	Marijuana
12	Failure to Cooperate
13	Disruptive Conduct
14	Bullying
15	Sexual Harassment
16	Discriminatory Harassment
17	Destruction of Property/Vandalism
18	Sexually Inappropriate Conduct
19	Theft or Possession of Stolen Property
20	Academic Dishonesty/Plagiarism
21	Multiple Minor Accumulated Incidents

Behavior Resolution Options

Code	Description
NA	No Intervention Applied
SS	Short Term Suspension: <= 10 consecutive sch days
LS	Long Term Suspension: > 10 consecutive sch days
EX	Expulsion
EE	Emergency Expulsion
OT	Other
IS	In School Suspension