

Teacher Write Up

LEAD TEACHER'S NAME	CLASS/GRADE	DATE OF INCIDENT
TEACHER'S NAME		

(CHECK APPROPRIATE HEADING WITH COMPLETE EXPLANATION)

Inability to cooperate with others on a daily basis.

Illegal Substance Abuse /Smoking on Premises

Displaying a poor attitude daily at work.

Unacceptable Language/Poor Treatment of the Students

Excessive Absences/Tardiness

Not participating in faculty related activities which are a requirement of your contract.

Lying on time-sheet

Violation of Safety Procedures

Other Comments/Suggestions/Violations of Contract: _____

Recommendations:

Teacher Signature: _____

Director Signature _____