

**NIRR  
Decision  
Process**

Assume that prior student-learner training has covered these topics: discipline, misbehavior, criminal and non-criminal incidents and expected behavior and proper representation of WBL Program

**NOTIFY**  
Student is accused of violating agreement by incident

Possible criminal offense, ask the employer what he intends to do

Non-criminal offense, ask the employer what he would like to do

yes  
Employer wants to press charges

no

Notify your administrator (Legal Office) and parents immediately

No charges expected, immediate action

Coordinators should be mindful that during a possible criminal incident off school property may affect the Student's right to due process and no questioning should be done without the parent being present

Incident may have criminal implications

Parent should respond to the training site or school for immediate conference (if possible)

Incident may require immediate intervention

Coordinators should be mindful not to conduct any questioning without an administrator or parent present

Notify your School Resource Officer to respond and investigate or SRO can notify appropriate jurisdiction to respond

**INTERVENTION**  
Coordinator, administration, parent, employer and student Confer about the incident (SRO conducts any criminal inquiry, parent must be present)

Respond to the training site for initial parent/ employer and student conference as mediator and representative for program

**REPORT**  
Submit required reports (SRO will take appropriate action as needed)

Student is processed for criminal charges

Student is returned to school pending final disposition

Student is arrested and processed

**REPAIR**  
Coordinate with employer, administration and parent as required

Student is returned to WBL program or is removed from the program

