



## Harry Bowes P.S. – Restorative Think Sheet

*Dear parents/guardians, a Think Sheet is sent home to keep you informed. Please review it with your child, sign the form, and return it to the school. For further information, please call the school to talk to the staff member concerned.*

Name: \_\_\_\_\_ Grade/Class: \_\_\_\_\_ Date: \_\_\_\_\_

Time this happened: \_\_\_\_\_ Who sent you? \_\_\_\_\_

Location: \_\_\_\_\_ Think Sheet requested by: \_\_\_\_\_

**What happened?** (Describe the incident effectively)

**What were you thinking of at the time?** (before/while it was happening)

**What have you thought about since?** (after the incident)

**Who has been affected?** (Describe how)

**What do you need to do to make things right?** (Describe how you will do this?)

**Office Notes & Actions:**

- Think Sheet Sent Home/Signed
- Takes Ownership/Action
- Apology Offered (oral/written)
- Missed Recess (1 or more)
- Removal of Privileges
- Call/Letter home to Parents
- Removal from Class
- Formal Suspension Considered
- Restorative Action Determined
- Restorative Discussion
- Restitution (for damages)
- Other: \_\_\_\_\_

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Teacher/Vice-Principal/Principal signature

\_\_\_\_\_  
Parent/Guardian Signature

**Teacher/Vice-Principal/Principal Comment:**

**Parent Comment:**