

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

1. **District Number, Reporting District must be numeric, in the range 01-69 or 71-75 and must be correct for the district submitting the data. -record rejected-**

### EXAMPLE

If district 01 is submitting records, District Number, Reporting District must be 01 for all records. In the records listed below, the first two records would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the District Number, Reporting District is 02 rather than 01 (the number of the district submitting the record). The fourth record would be rejected because the District Number, Reporting District is not in the valid range of numbers.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier |
|--|--|-------------------------|
| 01                                     | 0271   | A0000001                |
| 01                                     | 0271   | A0000002                |
| * 02                                   | 0271   | D0000003                |
| * 99                                   | 0271   | AA000004                |

### DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the District Number, Reporting District and resubmit the records.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

2. **School Number, Where Incident Occurred must be numeric in the range 0001 - 9899. -record rejected-**

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the School Number, Where Incident Occurred is not in the appropriate numerical range. The fourth record would be rejected because the School Number, Where Incident Occurred is not numeric.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier |
|--|--|-------------------------|
| 01                                     | 0271   | AA000001                |
| 01                                     | 0271   | BB000002                |
| * 01                                   | 9999   | CC000003                |
| * 01                                   | C901   | DD000004                |

### DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the School Number, Where Incident Occurred and resubmit the records.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

3. **School Number, Where Incident Occurred must exist on the Master School Identification File as a valid active school in the District Number, Reporting District. -record rejected-**

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the School Number, Where Incident Occurred is not a valid active school number for this reporting district.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier |
|--|--|-------------------------|
| 01                                     | 0271   | 00000C61                |
| 01                                     | 0271   | 00000AA2                |
| * 01                                   | 0062   | 00000C24                |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the School Number, Where Incident Occurred and resubmit the record.

## **SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES**

- 4. Survey Period Code must be 2, 3 or 5 and must be correct for the submission specified by the district. -record rejected-**

### **EXAMPLE**

The survey period as specified in the transmission JCL or in statements for tape transmission is identified as Survey Period "5". However, records on the transmission have a Survey Period Code "2". All updates, adds or deletes with this inconsistency will be rejected.

### **DISTRICT RESPONSIBILITY**

The district must correct the Survey Period Code either on the records coming in or the transmission JCL and all records must be resubmitted.

- 5. School Year must be correct for the submission submitted by the District. -record rejected-**

### **EXAMPLE**

The School Year as specified in the transmission JCL or in statements for tape transmission is identified as the valid year for data submission. However, records on the transmission have the previous School Year coded. All updates, adds or deletes with this inconsistency will be rejected.

### **DISTRICT RESPONSIBILITY**

The district must correct the School Year either on the records coming in or the transmission JCL and all records must be resubmitted.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

6. Incident, Identifier must be alphanumeric, may not be zero, and must not contain blanks. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because Incident Identifier contains a blank.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier |
|--|--|-------------------------|
| 01                                     | 0271   | 00000062                |
| 01                                     | 0271   | 00000016                |
| * 01                                   | 0271   | 000 C013                |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct Incident, Identifier and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

7. Incident, Date must be numeric, must be a valid date, in the range of 07/01/\*\*\*\* to 08/31/\*\*\*\* and not greater than the last day of the survey period. - record rejected-

### EXAMPLE

The first record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The second record would be rejected because the Incident, Date is greater than the last day of the survey period. The third record would be rejected because Incident, Date is not a valid date.

| District Number,<br>Reporting District | Survey<br>Period<br>code | School Number,<br>where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Date |
|--|--------------------------|--|-------------------------|-------------------|
| 01                                     | 03                       | 0271   | A0000001                | 0122****          |
| * 01                                   | 03                       | 0271   | X0000002                | 0308****          |
| * 01                                   | 03                       | 0271   | D0000003                | 0230****          |

\*\*\*\* = Valid year for data submission.

### DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the Incident, Date and resubmit the records.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

### 8. Incident, Location must be 1, 2 or 3. -record rejected-

#### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because Incident, Location is not a valid code.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Location |
|--|--|-------------------------|-----------------------|
| 48                                     | 0931   | W0000001                | 1                     |
| 48                                     | 0931   | A0000002                | 2                     |
| * 48                                   | 0931   | S0000003                | 5                     |

#### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Location and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

9. Incident, Type must be a valid code as listed in Appendix P of the DOE Information Data Base Requirements: Volume 1--Automated Student Information System Manual. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because Incident, Type is not a valid code.

| District Number,<br>Reporting<br>District | School Number<br>Where Incident<br>Occurred | Incident ,<br>Identifier | Incident,<br>Type | Incident,<br>Date |
|---|---|--------------------------|-------------------|-------------------|
| 13  | 6071  | C0000001                 | ALC               | 1211****          |
| 13  | 6071  | A0000002                 | ARS               | 1005****          |
| * 13                                      | 6071  | S0000003                 | FRM               | 1024****          |

\*\*\*\* = Valid fiscal year for data submission.

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Type and resubmit the record.



## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

10. Incident, Involvement Type code must be S, N, B, U or Z. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Involvement Type is not a valid code.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Involvement<br>Type |
|--|--|-------------------------|----------------------------------|
| 01                                     | 0271   | H0000001                | S                                |
| 01                                     | 0271   | S0000002                | N                                |
| * 01                                   | 0271   | W0000003                | M                                |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Involvement Type code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

11. Incident, Reported to Law Enforcement code must be Y or N. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Reported to Law Enforcement code is not a valid code.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Reported to<br>Law<br>Enforcement |
|--|--|-------------------------|--|
| 01                                     | 0271   | VT000001                | Y  |
| 01                                     | 0271   | AR000002                | N  |
| * 01                                   | 0271   | BE000003                | Z  |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Reported to Law Enforcement code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

### 12. Incident, Gang-Related code must be Y, N or Z. -record rejected-

#### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Gang-Related code is not a valid code.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Gang-<br>Related |
|--|--|-------------------------|-------------------------------|
| 01                                     | 0271   | AR000001                | Y                             |
| 01                                     | 0271   | FA000002                | N                             |
| * 01                                   | 0271   | SH000003                | M                             |

#### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Gang-Related code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

### 13. Incident, Alcohol-Related code must be Y, N or Z. -record rejected-

#### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Alcohol-Related code is not a valid code.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Alcohol-<br>Related |
|--|--|-------------------------|----------------------------------|
| 01                                     | 0271   | 00000AS1                | Y                                |
| 01                                     | 0271   | 00000FA2                | N                                |
| * 01                                   | 0271   | 00000WP3                | M                                |

#### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Alcohol-Related code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

### 14. Incident, Drug-Related code must be Y, N or Z. -record rejected-

#### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Drug-Related code is not a valid code.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Drug-<br>Related |
|--|--|-------------------------|-------------------------------|
| 01                                     | 0271   | 00000S61                | Y                             |
| 01                                     | 0271   | 0000SA42                | N                             |
| * 01                                   | 0271   | 00000BA3                | M                             |

#### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Drug-Related code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

15. Incident, Hate Crime-Related code must be Y, N or Z. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Hate Crime-Related code is not a valid code.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Hate Crime-<br>Related |
|--|--|-------------------------|-------------------------------------|
| 01                                     | 0271   | DO000001                | Y                                   |
| 01                                     | 0271   | SB000002                | N                                   |
| * 01                                   | 0271   | WP000003                | M                                   |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Hate Crime-Related code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

16. Incident, Weapon-Related code must be 1, 2, 3, 4, N or Z. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Weapon-Related code is not a valid code.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Weapon-<br>Related |
|--|--|-------------------------|---------------------------------|
| 01                                     | 0271   | FA000001                | 2                               |
| 01                                     | 0271   | DC000002                | N                               |
| * 01                                   | 0271   | DC000003                | M                               |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Weapon-Related code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

17. **Weapon, Description code must be F, H, K, M, O, R, U, or Z. -record rejected-**

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Weapon, Description code is not a valid code.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Weapon,<br>Description |
|--|--|-------------------------|------------------------|
| 01                                     | 0271   | 00000AR1                | F                      |
| 01                                     | 0271   | 00000BT2                | Z                      |
| * 01                                   | 0271   | 00000SB3                | G                      |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Weapon, Description code and resubmit the record.



## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

### 18. Incident, Context code must be 1, 2 or 3. -record rejected-

#### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Context code is not a valid code.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Context |
|--|--|-------------------------|----------------------|
| 01                                     | 0271   | VT000001                | 2                    |
| 01                                     | 0271   | VA000002                | 1                    |
| * 01                                   | 0271   | BE000003                | V                    |

#### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Context code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

19. If Incident, Weapon-Related code is 1 or 2, then Weapon, Description code must be K, O, or U. If Incident, Weapon-Related Code is 3 or 4, then Weapon, Description code must be F, H, M, or R. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Weapon-Related code is 2 and Weapon, Description is not one of the codes K,O,or U.

| District Number, Reporting District | School Number, Where Incident Occurred | Incident, Identifier | Incident, Weapon-Related | Weapon, Description |
|-------------------------------------|--|----------------------|--------------------------|---------------------|
| 01                                  | 0271                                   | AS000001             | 1                        | K                   |
| 01                                  | 0271                                   | DO000002             | 2                        | K                   |
| * 01                                | 0271                                   | SH000003             | 2                        | F                   |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the relationship between Incident, Weapon-Related code and Weapon, Description and resubmit the record.

## **SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES**

**20. The Transaction Code must be A, C or D. For the original transmission, only A is valid. For subsequent batch/update submissions, if A is specified then the record must not already exist on the data base; if C or D is specified then the record must exist on the data base. -record rejected-**

### **EXAMPLE**

For all original transmissions, the Transaction Code must be "A". An original transaction is the first submission of a record during a survey period. After original transmission of records, changes to the record for elements other than the key elements must be done with a "C" as the Transaction Code. To delete a record, the Transaction Code must be a "D". To change key elements in a batch transaction, the records must FIRST be deleted with a "D" and then added with an "A". Records with an incorrect Transaction Code would be rejected.

### **DISTRICT RESPONSIBILITY**

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the Transaction Code and resubmit the records.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

21. Each School Environmental Safety Incident Report record must be unique based on District Number, Reporting District; School Number, Where Incident Occurred; Survey Period Code; School Year; and Incident, Identifier. -first record accepted, all other duplicate records rejected-

### EXAMPLE

The first, second, third and fourth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The fifth record would be rejected because it is a duplicate of the second record.

| District Number, Reporting District | School Number, Where Incident Occurred | Survey Period Code | School Year | Incident, Identifier |
|-------------------------------------|--|--------------------|-------------|----------------------|
| 29                                  | 2841                                   | 5                  | ****        | 00000001             |
| 29                                  | 2841                                   | 5                  | ****        | 00000002             |
| 29                                  | 2841                                   | 5                  | ****        | 00000003             |
| 29                                  | 2841                                   | 5                  | ****        | 00000004             |
| * 29                                | 2841                                   | 5                  | ****        | 00000002             |

\*\*\*\* = Valid fiscal year for data submission.

### DISTRICT RESPONSIBILITY

If the record that was accepted and loaded to the data base is the correct one, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must delete any invalid records, correct the rejected record if necessary, and resubmit the corrected record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

22. If Incident, Type code is WPO, then Weapon, Description code must be F, H, K, M, O, R, or U. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Type is WPO and Weapon, Description is not one of the codes F, H, K, M, O, R, or U.

| District<br>Number,<br>Reporting<br>District | School<br>Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Type | Weapon,<br>Description |
|--|---|-------------------------|-------------------|------------------------|
| 01   | 0271  | AS000001                | WPO               | F                      |
| 01   | 0271  | DO000002                | BAT               | Z                      |
| * 01   | 0271  | SH000003                | WPO               | Z                      |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the relationship between Incident, Type and Weapon, Description and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

23. If Incident, Type code is WPO, then Incident, Weapon-Related code must be 1, 2, 3 or 4. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Type is WPO and Incident, Weapon-Related is not coded 1, 2, 3 or 4.

| District Number, Reporting District | School Number, Where Incident Occurred | Incident, Identifier | Incident, Type | Incident, Weapon-Related |
|-------------------------------------|--|----------------------|----------------|--------------------------|
| 01                                  | 0271                                   | AS000001             | WPO            | 2                        |
| 01                                  | 0271                                   | DO000002             | WPO            | 1                        |
| * 01                                | 0271                                   | SH000003             | WPO            | N                        |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the relationship between Incident, Type and Incident, Weapon-Related and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

24. If Incident, Type code is ALC, then Incident, Alcohol-Related code must be Y. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Type is ALC and Incident, Alcohol-Related is not coded Y.

| District<br>Number,<br>Reporting<br>District | School<br>Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Type | Incident,<br>Alcohol-<br>Related |
|--|---|-------------------------|-------------------|----------------------------------|
| 01   | 0271  | AS000001                | ALC               | Y                                |
| 01   | 0271  | DO000002                | ALC               | Y                                |
| * 01   | 0271  | SH000003                | ALC               | N                                |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the relationship between Incident, Type and Incident, Alcohol-Related and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

25. If Incident, Type code is equal to DRD or DRU, then Incident, Drug-Related code must be Y. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Type is DRG and Incident, Drug-Related is not coded Y.

| District Number, Reporting District | School Number, Where Incident Occurred | Incident, Identifier | Incident, Type | Incident, Drug-Related |
|-------------------------------------|--|----------------------|----------------|------------------------|
| 01                                  | 0271                                   | AS000001             | DRD            | Y                      |
| 01                                  | 0271                                   | DO000002             | DRU            | Y                      |
| * 01                                | 0271                                   | SH000003             | DRU            | N                      |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the relationship between Incident, Type and Incident, Drug-Related and resubmit the record.



## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

26. If Weapon, Description code is K, O, or U, then Incident, Weapon-Related code must be 1 or 2. If Weapon, Description code is F, H, M, or R, then Incident, Weapon-Related code must be 3 or 4. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Weapon Description code is R but the Incident, Weapon-Related code is not 3 or 4.

| District Number, Reporting District | School Number, Where Incident Occurred | Incident, Identifier | Incident, Weapon-Related | Weapon, Description |
|-------------------------------------|--|----------------------|--------------------------|---------------------|
| 01                                  | 0271                                   | AS000001             | 1                        | O                   |
| 01                                  | 0271                                   | DO000002             | 1                        | K                   |
| * 01                                | 0271                                   | SH000003             | 2                        | R                   |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the relationship between Incident, Weapon-Related code and Weapon, Description and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

### 27. Drug Description code must be M, N, O or Z. -record rejected-

#### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Drug Description code is not a valid code.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Drug,<br>Description |
|--|--|-------------------------|----------------------|
| 01                                     | 0271   | 00000AR1                | M                    |
| 01                                     | 0271   | 00000BT2                | Z                    |
| * 01                                   | 0271   | 00000SB3                | G                    |

#### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Drug Description code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

28. If Incident, Type is BAT or SXB, then Incident, Injury-Related must equal A or B. –record rejected-

### EXAMPLE

The first record listed below would meet the criteria specified in the edit above. The second record would be rejected because Incident, Injury-Related is not A or B.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Type | Incident,<br>Injury-Related |
|--|--|-------------------|-----------------------------|
| 01                                     | 0271   | BAT               | A                           |
| * 01                                   | 0271   | BAT               | Z                           |

### DISTRICT RESPONSIBILITY

If the district wishes this record to be loaded to the data base, the district must correct the Incident, Type or the Incident, Injury-Related code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

29. If Drug Description code is M, N or O, then Incident, Drug-Related code must be Y. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Drug Description code is M but the Incident, Drug-Related code is not Y.

| District Number, Reporting District | School Number, Where Incident Occurred | Incident, Identifier | Incident, Drug-Related | Drug, Description |
|-------------------------------------|--|----------------------|------------------------|-------------------|
| 01                                  | 0271                                   | AS000001             | Y                      | M                 |
| 01                                  | 0271                                   | DO000002             | Y                      | O                 |
| * 01                                | 0271                                   | SH000003             | N                      | M                 |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the relationship between Incident, Drug-Related code and Drug Description and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

**30. If Incident, Type code is DRD or DRU, then Drug Description code must be M, N or O. -record rejected-**

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Type is DRU and the Drug Description code is not M or O.

| District Number, Reporting District | School Number, Where Incident Occurred | Incident, Identifier | Incident, Type | Drug Description |
|-------------------------------------|--|----------------------|----------------|------------------|
| 01                                  | 0271                                   | AS000001             | DRU            | M                |
| 01                                  | 0271                                   | DO000002             | DRD            | O                |
| * 01                                | 0271                                   | SH000003             | DRU            | Z                |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the relationship between Incident, Type and Drug Description and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

### 31. Incident, Bullying-Related code must be Y, N or Z. -record rejected-

#### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Bullying-Related code is not a valid code.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Bullying-<br>Related |
|--|--|-------------------------|-----------------------------------|
| 01                                     | 0271   | AR000001                | Y                                 |
| 01                                     | 0271   | FA000002                | N                                 |
| * 01                                   | 0271   | SH000003                | M                                 |

#### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Bullying-Related code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

**33. If Incident, Drug-Related code is Y, then Drug Description code must be M, N or O. -record rejected-**

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Drug-Related code is Y and the Drug Description code is Z.

| District Number, Reporting District | School Number, Where Incident Occurred | Incident, Identifier | Incident, Drug-Related | Drug, Description |
|-------------------------------------|--|----------------------|------------------------|-------------------|
| 01                                  | 0271                                   | AS000001             | Y                      | M                 |
| 01                                  | 0271                                   | DO000002             | Y                      | O                 |
| * 01                                | 0271                                   | SH000003             | Y                      | Z                 |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the relationship between Incident, Drug-Related code and Drug Description and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

### 36. Incident, Injury-Related code must be A, B or Z. -record rejected-

#### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Injury-Related code is not a valid code.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Injury-<br>Related |
|--|--|-------------------------|---------------------------------|
| 01                                     | 0271   | 00000AS1                | A                               |
| 01                                     | 0271   | 00000FA2                | B                               |
| * 01                                   | 0271   | 00000WP3                | F                               |

#### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Injury-Related code and resubmit the record.



## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

37. If Incident, Type code is equal to HOM, then Incident, Injury-Related code must be A . -record rejected-

### EXAMPLE

The first record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The second record would be rejected because the Incident, Type is HOM and Incident, Injury-Related is not code A.

| District<br>Number,<br>Reporting<br>District | School<br>Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Type | Incident,<br>Injury-<br>Related |
|--|---|-------------------------|-------------------|---------------------------------|
| 01   | 0271  | AS000001                | HOM               | A                               |
| * 01   | 0271  | SH000003                | HOM               | Z                               |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the relationship between Incident, Type and Incident, Injury-Related and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

**39. If Incident, Type code is equal to BUL, then Incident, Bullying-Related code must be Y. -record rejected-**

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Type is BUL and Incident, Bullying-Related is not coded Y.

| District<br>Number,<br>Reporting<br>District | School<br>Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Type | Incident,<br>Bullying-<br>Related |
|--|---|-------------------------|-------------------|-----------------------------------|
| 01   | 0271  | AS000001                | BUL               | Y                                 |
| 01   | 0271  | DO000002                | BUL               | Y                                 |
| * 01   | 0271  | SH000003                | BUL               | N                                 |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the relationship between Incident, Type and Incident, Bullying-Related and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

42. If Incident, Weapon-Related is 1, 2, 3 or 4, then Incident, Reported to Law Enforcement must equal Y. -record rejected-

### EXAMPLE

The first record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The second record would be rejected because the Incident, Reported to Law Enforcement code is not Y.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Weapon-<br>Related | Incident,<br>Reported to<br>Law<br>Enforcement |
|--|--|---------------------------------|--|
| 01                                     | 0271   | 1                               | Y  |
| * 01                                   | 0271   | 2                               | N  |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Reported to Law Enforcement code or the Incident, Weapon-Related code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

### 43. Incident, Basis - Disability code must be Y, N or Z. -record rejected-

#### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Basis - Disability code is not a valid code.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Basis-<br>Disability |
|--|--|-------------------------|-----------------------------------|
| 01                                     | 0271   | AR000001                | Y                                 |
| 01                                     | 0271   | FA000002                | N                                 |
| * 01                                   | 0271   | SH000003                | M                                 |

#### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Basis-Disability code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

### 44. Incident, Basis - Race code must be Y, N or Z. -record rejected-

#### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Basis - Race code is not a valid code.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Basis-<br>Race |
|--|--|-------------------------|-----------------------------|
| 01                                     | 0271   | AR000001                | Y                           |
| 01                                     | 0271   | FA000002                | N                           |
| * 01                                   | 0271   | SH000003                | M                           |

#### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Basis-Race code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

### 45. Incident, Basis - Sex code must be Y, N or Z. -record rejected-

#### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Basis - Sex code is not a valid code.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Basis-<br>Sex |
|--|--|-------------------------|----------------------------|
| 01                                     | 0271   | AR000001                | Y                          |
| 01                                     | 0271   | FA000002                | N                          |
| * 01                                   | 0271   | SH000003                | M                          |

#### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Basis-Sex code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

46. If Incident, Type is BUL, HAR, SXH, TRE, UBL, UHR or if Incident, Bullying-Related is Y, then Incident, Basis – Disability must be Y or N. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Basis – Disability is not Y or N.

| District Number, Reporting District | School Number, Where Incident Occurred | Incident, Identifier | Incident, Type | Incident, Basis-Disability |
|-------------------------------------|--|----------------------|----------------|----------------------------|
| 01                                  | 0271                                   | AS000001             | BUL            | Y                          |
| 01                                  | 0271                                   | DO000002             | HAR            | N                          |
| * 01                                | 0271                                   | SH000003             | SXH            | Z                          |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the relationship between the Incident, Type code and Incident, Basis – Disability code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

47. If Incident, Type is BUL, HAR, SXH, TRE, UBL, UHR or if Incident, Bullying-Related is Y, then Incident, Basis – Race must be Y or N. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Basis – Race is not Y or N.

| District Number, Reporting District | School Number, Where Incident Occurred | Incident, Identifier | Incident, Types | Incident, Basis–Race |
|-------------------------------------|--|----------------------|-----------------|----------------------|
| 01                                  | 0271                                   | AS000001             | BUL             | Y                    |
| 01                                  | 0271                                   | DO000002             | HAR             | N                    |
| * 01                                | 0271                                   | SH000003             | SXH             | Z                    |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the relationship between the Incident, Type code and Incident, Basis – Race code and resubmit the record.



## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

48. If Incident, Type is BUL, TRE, UBL, UHR or Incident, Bullying-Related is Y, then Incident, Basis – Sex must be Y or N. If Incident, Type is HAR, then Incident, Basis – Sex must be N. If Incident, Type is SXH, then Incident, Basis – Sex must be Y. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Basis – Sex is not Y or N.

| District Number, Reporting District | School Number, Where Incident Occurred | Incident, Identifier | Incident, Types | Incident, Basis–Sex |
|-------------------------------------|--|----------------------|-----------------|---------------------|
| 01                                  | 0271                                   | AS000001             | BUL             | Y                   |
| 01                                  | 0271                                   | DO000002             | HAR             | N                   |
| * 01                                | 0271                                   | SH000003             | TRE             | Z                   |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the relationship between the Incident, Type code and Incident, Basis – Sex code and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

49. If Incident, Type is UBL or UHR then Incident, Alcohol-Related code must be Z. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Alcohol-Related code is not Z for an Incident Type of UBL.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Type | Incident,<br>Alcohol-<br>Related |
|--|--|-------------------------|-------------------|----------------------------------|
| 01                                     | 0271   | AR000001                | UBL               | Z                                |
| 01                                     | 0271   | FA000002                | UHR               | Z                                |
| * 01                                   | 0271   | SH000003                | UBL               | Y                                |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Alcohol-Related code or the Incident Type and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

50. If Incident, Type is UBL or UHR then Incident, Bullying-Related code must be Z. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Bullying-Related code is not Z for an Incident, Type of UBL.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Type | Incident,<br>Bullying-<br>Related |
|--|--|-------------------------|-------------------|-----------------------------------|
| 01                                     | 0271   | AR000001                | UBL               | Z                                 |
| 01                                     | 0271   | FA000002                | UHR               | Z                                 |
| * 01                                   | 0271   | SH000003                | UBL               | Y                                 |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Bullying-Related code or the Incident, Type and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

51. If Incident, Type is UBL or UHR then Incident, Drug-Related code must be Z. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Drug-Related code is not Z for an Incident, Type of UBL.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Type | Incident,<br>Drug-<br>Related |
|--|--|-------------------------|-------------------|-------------------------------|
| 01                                     | 0271   | AR000001                | UBL               | Z                             |
| 01                                     | 0271   | FA000002                | UHR               | Z                             |
| * 01                                   | 0271   | SH000003                | UBL               | Y                             |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Drug-Related code or the Incident, Type and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

52. If Incident, Type is UBL or UHR then Incident, Gang-Related code must be Z. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Gang-Related code is not Z for an Incident, Type of UBL.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Type | Incident,<br>Gang-<br>Related |
|--|--|-------------------------|-------------------|-------------------------------|
| 01                                     | 0271   | AR000001                | UBL               | Z                             |
| 01                                     | 0271   | FA000002                | UHR               | Z                             |
| * 01                                   | 0271   | SH000003                | UBL               | Y                             |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Gang-Related code or the Incident, Type and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

**53. If Incident, Type is UBL or UHR then Incident, Hate Crime-Related code must be Z. -record rejected-**

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Hate Crime-Related code is not Z for an Incident, Type code of UBL.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Type | Incident,<br>Hate Crime-<br>Related |
|--|--|-------------------------|-------------------|-------------------------------------|
| 01                                     | 0271   | AR000001                | UBL               | Z                                   |
| 01                                     | 0271   | FA000002                | UHR               | Z                                   |
| * 01                                   | 0271   | SH000003                | UBL               | Y                                   |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Hate Crime-Related code or Incident, Type and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

54. If Incident, Type is UBL or UHR then Incident, Injury-Related code must be Z. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Injury-Related code is not Z for an Incident, Type code of UBL.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Type | Incident,<br>Injury-<br>Related |
|--|--|-------------------------|-------------------|---------------------------------|
| 01                                     | 0271   | AR000001                | UBL               | Z                               |
| 01                                     | 0271   | FA000002                | UHR               | Z                               |
| * 01                                   | 0271   | SH000003                | UBL               | Y                               |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Injury-Related code or the Incident, Type and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

55. If Incident, Type is UBL or UHR then Incident, Involvement Type code must be Z. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Involvement Type code is not Z for an Incident, Type of UBL.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Type | Incident,<br>Involvement<br>Type |
|--|--|-------------------------|-------------------|----------------------------------|
| 01                                     | 0271   | AR000001                | UBL               | Z                                |
| 01                                     | 0271   | FA000002                | UHR               | Z                                |
| * 01                                   | 0271   | SH000003                | UBL               | Y                                |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Involvement Type code or the Incident, Type and resubmit the record.



## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

**56. If Incident, Type is UBL or UHR then Incident, Weapon-Related code must be Z. -record rejected-**

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Weapon-Related code is not Z for an Incident, Type of UBL.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier | Incident,<br>Type | Incident,<br>Weapon-<br>Related |
|--|--|-------------------------|-------------------|---------------------------------|
| 01                                     | 0271   | AR000001                | UBL               | Z                               |
| 01                                     | 0271   | FA000002                | UHR               | Z                               |
| * 01                                   | 0271   | SH000003                | UBL               | Y                               |

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Incident, Weapon-Related code or Incident, Type and resubmit the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

**New Edit for fiscal year 1314**

 **57. If Incident, Type is BAT, HOM, KID, or SXB, then Incident, Reported to Law Enforcement must equal Y. -record rejected-**

### EXAMPLE

The first record listed below would meet the criteria specified in the edit above. The second record would be rejected because Incident, Reported to Law Enforcement code is not Y.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Type | Incident,<br>Reported to<br>Law<br>Enforcement |
|--|--|-------------------|--|
| 01                                     | 0271   | BAT               | Y  |
| * 01                                   | 0271   | HOM               | N  |

### DISTRICT RESPONSIBILITY

The district should verify the Incident, Reported to Law Enforcement or the Incident, Type code and correct if in error.

**SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – VALIDATION EDITS**

**60. For each School Environmental Safety Incident Report (SESIR) record with an Incident, Involvement Type of S or B there must be at least one matching Student Discipline/Resultant Action (SDRA) record with a matching Incident Identifier and Incident Date. The match should be done using District Number, Reporting District on the SESIR format matched to District Number, Current Enrollment on the SDRA format and the following elements: School Number, Where Incident Occurred; Survey Period Code and School Year. -state validation**

**EXAMPLE**

The School Environmental Safety Incident Report record listed below which is marked with an asterisk would fail the edit above because it does not have a matching Student Discipline Resultant Action record.

*School Environmental Safety Incident Report records*

| District Number, Reporting District | Incident, Involvement Type | Incident, Identifier | Incident, Date |
|-------------------------------------|----------------------------|----------------------|----------------|
| 01                                  | S                          | C0000001             | 1211****       |
| 01                                  | S                          | A0000002             | 1106***        |
| * 01                                | S                          | S0000003             | 1022****       |

*Student Discipline Resultant Action records*

| District Number, Current/ Enrollment | Student Number Identifier, Florida | Incident, Identifier | Incident, Date |
|--------------------------------------|------------------------------------|----------------------|----------------|
| 01                                   | 019876544X                         | C0000001             | 1211****       |
| 01                                   | 019876545X                         | A0000002             | 1106****       |
| 01                                   | 019876546X                         | S0000002             | 1020****       |

\*\*\*\* = Valid fiscal year for data submission.

## **SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – VALIDATION EDITS**

### **DISTRICT RESPONSIBILITY**

If the School Environmental Safety Incident Report record is valid, the district must submit the matching Student Discipline/Resultant Action record. If the School Environmental Safety Incident Report record is invalid, the district must correct the invalid elements or delete the record.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – VALIDATION EDITS

61. If the Student, Use of Drugs code on the matching Student Discipline /Resultant Action (SDRA) format is Y, then the Drug Description code must be M, N or O. The records match is done using the District Number, Current Enrollment on the SDRA format matched to the District Number, Reporting District on the SESIR format; School Number, Where Incident Occurred on the SESIR format matched to School Number, Where Discipline/Resultant Action Occurred on the SDRA format along with matching School Year, Survey Period Code and Incident, Identifier. –state validation-

### EXAMPLE

The first and third records listed below would meet the criteria specified in the edit above. The second record would cause a message to be generated because the Drug Description code is incorrect for the Student, Use of Drugs code reported.

#### *Student Discipline/Resultant Action records*

| District Number, Current Enrollment | School Number, Where Discipline/ Resultant Action Occurred | Student Number Identifier, Florida | Incident, Identifier | Student, Use of Drugs |
|-------------------------------------|--|------------------------------------|----------------------|-----------------------|
| 36                                  | 0021   | 12345678X                          | 00000001             | Y                     |
| *36                                 | 0021   | 22345678X                          | 00000002             | Y                     |
| 36                                  | 0021   | 47654321X                          | 00000003             | Y                     |

#### *School Environmental Safety Incident Report (SESIR) records*

| District Number, Reporting District | School Number, Where Incident Occurred | Incident, Identifier | Drug Description |
|-------------------------------------|--|----------------------|------------------|
| 36                                  | 0021                                   | 00000001             | M                |
| *36                                 | 0021                                   | 00000002             | Z                |
| 36                                  | 0021                                   | 00000003             | M                |

### DISTRICT RESPONSIBILITY

The district should verify the Student, Use of Drugs code and the Drug Description code and correct the code that is in error.

**SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – VALIDATION EDITS**

62. If there is a matching Disciplinary/Resultant Action record, then the Disciplinary/Resultant Action Code on the matching record must not equal C. The match should be based on District Number, Current Enrollment on the Student Discipline/Resultant Action (SDRA) format matched to the District Number, Reporting District on the School Environmental Safety Incident Report (SESIR) format; School Number, Where Incident Occurred on the SESIR format matched to School Number, Where Discipline/Resultant Action Occurred on the SDRA format along with matching School Year, Survey Period Code and Incident, Identifier. –state validation -

**EXAMPLE**

The first and third records listed below would meet the criteria specified in the edit above. The second record would cause a message to be generated because the matching Student Discipline/Resultant Action record has a Disciplinary/Resultant Action Code of C.

*School Environmental Safety Incident Report (SESIR) records*

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Identifier |
|--|--|-------------------------|
| 36                                     | 0031   | 00000001                |
| * 36                                   | 0031   | 00000002                |
| 36                                     | 0031   | 00000003                |

*Student Discipline/Resultant Action Format records*

| District<br>Number,<br>Current<br>Enrollment | School Number,<br>Where Discipline/<br>Resultant Action<br>Occurred | Student<br>Number<br>Identifier,<br>Florida | Incident,<br>Identifier | Disciplinary/<br>Referral<br>Action<br>Code |
|--|---|---|-------------------------|---|
| 36   | 0031  | 12345678X                                   | 00000001                | O   |
| * 36   | 0031  | 22345678X                                   | 00000002                | C   |
| 36   | 0031  | 47654321X                                   | 00000003                | P   |

**DISTRICT RESPONSIBILITY**

The district must correct the Disciplinary/Resultant Action Code on the Student Discipline/Resultant Action record or delete the School Environmental Safety Incident Report record if it was submitted in error.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – VALIDATION EDITS

**63** If Student, Weapon Use on the Student Discipline/Resultant Action (SDRA) format is N, then Incident, Weapon-Related on the School Environmental Safety Incident Report (SESIR) may be 1, 2, 3, 4, N or Z. If Student, Weapon Use on the SDRA is Y, then Incident, Weapon-Related code on the SESIR record must equal 1, 2, 3 or 4.

The records should match on District Number, Current Enrollment on the Student Discipline/Resultant Action record and District Number, Reporting District on the School Environmental Safety Incident Report record; School Number, Where Incident Occurred on the SESIR format matched to School Number, Where Discipline/Resultant Action Occurred on the SDRA format; Survey Period Code; School Year; Incident Identifier; and Incident Date. –state validation-

### EXAMPLE

The first two records below would pass the edit above. The third record below would fail the edit because Student, Weapon Use is coded Y and the matching School Environmental Safety Incident Report record Incident, Weapon-Related code is N.

#### *School Environmental Safety Incident Report records*

| District Number, Current Enrollment | School Number Where Incident Occurred | Incident, Identifier | Incident, Date | Incident, Weapon-Related |
|-------------------------------------|---------------------------------------|----------------------|----------------|--------------------------|
| 01                                  | 0021                                  | 0121                 | 1211****       | 1                        |
| 01                                  | 0021                                  | 0121                 | 1106****       | 2                        |
| *01                                 | 0021                                  | 0121                 | 1022****       | N                        |

#### *Student Discipline/Resultant Action records*

| District Number, Current Enrollment | School Number Where Discipline/Resultant Action Occurred | Incident, Identifier | Incident, Date | Student Weapon, Use |
|-------------------------------------|--|----------------------|----------------|---------------------|
| 01                                  | 0021   | 0121                 | 1211****       | N                   |
| 01                                  | 0021   | 0121                 | 1106****       | Y                   |
| * 01                                | 0021   | 0121                 | 1022****       | Y                   |

\*\*\*\* represents a valid year for the data.

## **SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – VALIDATION EDITS**

### **DISTRICT RESPONSIBILITY**

The district must review the Student, Weapon Use and Incident, Weapon-Related codes and correct the one that is in error by submitting a change to the incorrect record.



## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – VALIDATION EDITS

**64. If the School Environmental Safety Incident Report (SESIR) record has an Incident, Involvement Type of N or U, then there must not be a matching Student Discipline/Resultant Action (SDRA) record. The match should be done using District Number, Reporting District on the SESIR format matched to District Number, Current Enrollment on the SDRA format; School Number, Where Incident Occurred on the SESIR format matched to School Number, Where Discipline/Resultant Action Occurred on the SDRA format; Survey Period Code; School Year and Incident Identifier. -state validation-**

### EXAMPLE

The first School Environmental Safety Incident Report record listed below which is marked with an asterisk would fail the edit above because it has a matching Student Discipline/Resultant Action record. The second record would pass the edit because there is no matching Student Discipline/Resultant Action record.

#### *School Environmental Safety Incident Report records*

| District Number, Reporting District | School Number, Where Incident Occurred | Incident, Involvement Type | Incident, Identifier | Incident, Date | Survey Period Code |
|-------------------------------------|--|----------------------------|----------------------|----------------|--------------------|
| *01                                 | 0021                                   | N                          | C0000001             | 1211****       | 5                  |
| 01                                  | 0021                                   | N                          | S0000003             | 1022****       | 5                  |

#### *Student Discipline/Resultant Action record*

| District Number, Current Enrollment | School Number, Where Discipline/Resultant Action Occurred | Student Number Identifier, Florida | Incident, Identifier | Incident, Date | Survey Period Code |
|-------------------------------------|---|------------------------------------|----------------------|----------------|--------------------|
| 01                                  | 0021  | 019876544X                         | C0000001             | 1211****       | 5                  |

\*\*\*\* = Valid year for data submission.

### DISTRICT RESPONSIBILITY

The district must review the first School Environmental Safety Incident Report record and either correct the Incident, Involvement Type or delete the matching Student Discipline/Resultant Action record.

## **SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – AGGREGATE VALIDATION EDITS**

**80. For each active school on the Master School Identification (MSID) file for the district, if the MSID School Type = 02 – 04 the number of School Environmental Safety Incident Report (SESIR) records must be greater than zero.  
–aggregate validation edit–**

Note: An error message will be printed on the validation report for schools that do not meet the aggregate validation edit above.

### **EXAMPLE**

School 0035 is a grade 9-12 school with a School Type of 03 (Senior High) on the MSID file. There are no SESIR records for this school on the Student Database SESIR table.

An aggregate edit error message is generated for school 0035 on the validation report indicating that the school failed this aggregate validation edit.

### **DISTRICT RESPONSIBILITY**

The district must submit School Environmental Safety Incident Report records for this school.

**SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT –EXCEPTION REPORTS**

**90. If Incident, Type = WPO and if a matching Student Discipline/Resultant Action record exists, then one of the Disciplinary/Resultant Action codes on the Student Discipline/Resultant Action (SDRA) format must be E, F, P, H or U. The match should be done using District Number, Reporting District on the School Environmental Safety Incident Report (SESIR) format matched to District Number, Current Enrollment on the SDRA format; School Number, Where Incident Occurred on the SESIR matched to School Number, Where Discipline/Resultant Action Occurred on the SDRA format; along with School Year; Survey Period; Incident, Identifier and Incident, Date. –exception report-**

**EXAMPLE**

The School Environmental Safety Incident Report record listed below which is marked with an asterisk would cause an error message to be generated because the Discipline/Resultant Action code does not equal E, F, P, H or U.

*School Environmental Safety Incident Report records*

| District Number, Reporting District | School Number, Where Incident Occurred | Incident, Identifier | Incident, Type | Incident, Date |
|-------------------------------------|--|----------------------|----------------|----------------|
| 01                                  | 0021                                   | C0000001             | WPO            | 12062004       |
| 01                                  | 0021                                   | A0000002             | VAN            | 11142004       |
| * 01                                | 0021                                   | S0000003             | WPO            | 11082004       |

*Student Discipline/Resultant Action Records*

| District Number, Instruction/ Enrollment | School Number, Where Discipline/ Resultant Action Occurred | Discipline/ Resultant Action Code | Incident, Identifier | Incident, Date |
|--|--|-----------------------------------|----------------------|----------------|
| 01                                       | 0021   | E                                 | C0000001             | 12062004       |
| 01                                       | 0021   | I                                 | A0000002             | 11142004       |
| 01                                       | 0021   | O                                 | S0000003             | 11082004       |

**DISTRICT RESPONSIBILITY**

The district should verify the Incident, Type on the SESIR record and Disciplinary/Resultant Action code on the Student Discipline/Referral Action format and correct the codes if they are in error.

## **SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT –EXCEPTION REPORTS**

**91. For each school (School Number, Where Incident Occurred) on the School Environmental Safety Incident Report (SESIR) table, the number of SESIR records with Incident, Involvement Type = U (Unknown) must be 10 percent or less of the total SESIR records for the school. –exception report-**

Note: The following information will be listed on the exception report for schools that do not meet the exception edit above:

- District Number, Reporting District
- School Number, Where Incident Occurred
- Total number of SESIR records
- Number of records with Incident, Involvement Type = U
- Percent of records with Incident, Involvement Type = U.

### **EXAMPLE**

School 0021 has 56 total SESIR records. Fourteen (25 percent) of these records have an Involvement Type of U (Unknown). An error message is generated for School 0021 on the exception report indicating that the school failed this exception edit.

### **DISTRICT RESPONSIBILITY**

The district must review the records to determine whether code U was used appropriately. The must correct the Involvement, Type on the School Environmental Safety Incident Report records that are in error. If no records are in error, no action is necessary.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT –EXCEPTION REPORTS

92. If Incident, Type is BRK, DOC, DRD, DRU, ROB, or WPO, then Incident, Reported to Law Enforcement must equal Y. –exception report-

### EXAMPLE

The first record listed below would meet the criteria specified in the edit above. The second record would cause a message to be generated because Incident, Reported to Law Enforcement code is not Y.

| District Number,<br>Reporting District | School Number,<br>Where Incident<br>Occurred | Incident,<br>Type | Incident,<br>Reported to<br>Law<br>Enforcement |
|--|--|-------------------|--|
| 01                                     | 0271   | BRK               | Y  |
| * 01                                   | 0271   | DRU               | N  |

### DISTRICT RESPONSIBILITY

The district should verify the Incident, Reported to Law Enforcement or the Incident, Type code and correct if in error.