

Student and Hallway Accountability Checklist for Administrators

A quick self-audit to help identify discipline patterns, meet-up abuse, and hallway management gaps.

Hallway Visibility & Pass Use

- Do we have a system to log every hallway pass by student and timestamp?
- Can we easily identify which students are using passes most frequently?
- Are hallway passes being used beyond the typical limits (e.g., multiple times per period)?
- Can we see how long students are actually out of class?

Student Behavior Patterns

- Can we identify repeat offenders—students who routinely stretch or abuse pass privileges?
- Are we tracking who students are meeting up with during hallway time?
- Are there trends in pass-related incidents, like fights, bathroom misbehavior, or vaping?

Staff Pass Issuance Trends

- Are certain staff members issuing significantly more passes than others?
- Do we track which staff are more likely to override limits or grant unsupervised passes?
- Can we use this data in coaching or classroom management conversations?

Data Use for Discipline & Support

- Can we pull hallway behavior data for MTSS, RTI, or behavioral intervention meetings?
- Is pass data available for use in parent conferences or disciplinary hearings?
- Can we quickly identify high-traffic times/areas (e.g., nurse visits, bathroom visits, etc.)?

Technology & Automation

- Is our current system (paper, spreadsheet, etc.) creating unnecessary workload for teachers or admins?
- Do we have a tool that alerts us to suspicious pass behavior or meet-up attempts?
- Can our system automatically restrict passes for students under behavior plans?

Scoring Your Checklist:

If you answered “no” to more than 3 of these items, your current pass system may be leaving patterns untracked—and students unsupervised.

Want to see how KIDaccount’s Digital HallPass helps automate this?

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