Students at Educational Risk-Flowchart

Concern Identified by Staff/Parent

- Teacher and Parent communicate regarding the concern (truanting, academic, behaviour, mental health concerns)
- Teacher and/or Parent implement appropriate strategies/intervention and monitor progress (CMS, PBS, Modelling, Structured Intervention, Rapport Building) and set goals. Goals added to students ILP
- Appropriate records and documentation kept by the teacher and emailed to admin. Admin to make a note in SIS and save on individual students Tag File

Further Assistance Required

Academic/Behaviour Concern

Consultation with Deputy Principal

- Teacher consults with teaching colleagues, Deputy Principal
- Modifications made to ILP
- Parents and student involved-updated by teacher
- Plans/Strategies put in place, monitored and reviewed
- Appropriate records and documentation kept by the Deputy (SIS)

Mental Health Concern

Consultation with Principal

- Teacher consults with Deputy/Principal
- Further Assistance-Case Manager (CM) allocated
- Student added to SAER Table
- CM Consult with School Psych &/or family

Further Assistance Required

Consultation/Referral to School Psychologist

- Case referred to School Psychologist by appropriate Deputy Principal
- School Psychologist decides appropriate involvement
- School Psychologist assists with planning & implementing strategies, referrals to outside agencies, and/or ongoing support for child and family (where appropriate)
- All documents and recommendations relayed back to the classroom teacher to implement and add to the students ILP
- All documents recorded on SIS and saved in the individual s students Tag File

Crisis Identified by Staff/Parent

- Student, Parent, and/or Staff Member communicates regarding a children protection concern, self-harm, suicidal ideation, a disclosure or critical incident
- Concern is IMMEDIATELY reported to the Principal

Referral to

- Information IMMEDIATELY forwarded to School Psychologist Lead Psych & Regional office
- Appropriate staff engaged
- Appropriate procedures followed (Risk Assessment Safety Plan, Mandatory Report, Outside Referral)
- Parent contacted, as appropriate
- Debrief of all involved parties by Principal

Plans Implemented, Monitored and Reviewed

- Case Manager coordinates the arranging and chairing case conferences, implementation of action plan, engages appropriate school-based staff, and involves other agencies and Regional Office support.
- Case Manager regularly ensuring the actions of the case conference are put in place, reviews progress, including modification of plan, schedule follow up review meetings (as required)
- Parents and student involved. Stakeholders (Parent and Teacher) kept updated on progress/plans by Case Manager.

Further Assistance Required

Formal Case Conference

- Case Manager convenes Case Conference to review plans and implement identified modifications
- Appropriate records maintained and staff notified as appropriate

Plan/s Implemented, Monitored and Reviewed

- Case Manager coordinates ongoing support, regular reviews (fortnightly), and gathers staff feedback as required (progress reports)