 **No. 223.1**

 **SECTION: PUPILS**

**TITLE: STUDENT ASSISTANCE PROGRAM**

**MEDICAL ACADEMY ADOPTED: 10/8/13**

**CHARTER SCHOOL REVISED:**

 223.1 STUDENT ASSISTANCE PROGRAM

The Board is committed to assisting all students to achieve to their fullest potential.

**Student Assistance Program (SAP)** – a systematic process using effective and accountable professional techniques to mobilize school resources to remove the barriers to learning and, when the problem is beyond the scope of the school, to assist the parent/guardian and student with information so they may access services within the community.

The Board shall provide a Student Assistance Program (SAP) that assists employees in identifying issues and providing assistance to students experiencing difficulties in learning and academic achievement.

The Principal/CEO or designee shall develop, implement, and monitor a Student Assistance Program (SAP) that complies with state regulations.

The Student Assistance Program (SAP) shall provide assistance in:

1. Identifying issues that pose a barrier to a student’s learning and/or academic achievement.

2. Determining whether or not the identified problem lies within the responsibility of the school.

3. Informing the parent/guardian of a problem affecting the student’s learning and/or academic

 achievement.

4. Making recommendations to assist the student and the parent/guardian.

5. Providing information on community resources and options to deal with the problem.

6. Establishing links with resources to help resolve the problem.

7. Collaborating with the parent/guardian and agency when students are involved in treatment

 through a community agency.

8. Providing a plan for in-school support services for the student during and after treatment.

**Statement of Confidentiality**

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The Medical Academy Charter School has established a Student Assistance Program to provide assistance to students who abuse drugs and/or alcohol, or who are experiencing emotional difficulties. The program is designed to identify and refer school students who are in need of assistance. During the course of its work, the Student Assistance Team will receive sensitive and confidential material. The team will abide by a strict code of confidentiality at all times.

Listed below are guidelines for that confidentiality:

1. In working with referred students, the goal of team members is to encourage parental

 involvement.

2. Students will not be referred for drug and alcohol assessments/mental health evaluations or

 treatment without parental knowledge.

3. Wherever possible the identity of referral sources will be kept confidential.

4. Communication made to team members shall not be revealed without consent unless the

 health, welfare, or safety of the student or other person is clearly in jeopardy.

5. The school will communicate with a treatment facility in regard to a student's progress and

 treatment only if an authorization (signed by both parent and student) has been obtained.

6. Student Assistance Program records will be confidentially maintained, separate from student

 educational and discipline records.

7. Under no circumstances will names or referred students be disclosed to anyone outside of the

 team and administration. An annual statistical report with numbers only will be submitted to

 the Pennsylvania Department of Education.

8. In cases where it is believed that a student is a danger to him/herself or to others, parents will

 be notified immediately.

9. In cases where child abuse is suspected, school policy regarding mandatory reporting of abuse

 will be followed.

References:

School Code510, 24 P.S. Sec. 1547

PA CodeTitle 22 Sec. 12.3,12.12

PA Statute 42 P.S. 8337

Act 104 of 1989

State Board of Education Regulations – 22 PA Code Sec. 12.16, 12.41, 12.42

PA Civil Immunity of School Officers/Employees Relating to Drug or Alcohol Abuse – 42 Pa. C.S.A. Sec. 8337

Family Educational Rights and Privacy Act – 20 U.S.C. Sec. 1232g

Family Educational Rights and Privacy, Title 34, Code of Federal Regulations – 34 CFR Part 99