

SECTION: PUPILS
TITLE: WRAPAROUND STAFF PROVIDED BY OUTSIDE AGENCIES
ADOPTED: June 10, 2004
REVISED:

PENN MANOR SCHOOL DISTRICT

<p>1. Purpose</p> <p>2. Responsibility</p> <p>3. Definitions for the Purpose of this Policy</p>	<p>WRAPAROUND STAFF PROVIDED BY OUTSIDE AGENCIES</p> <p>The Board recognizes the need of some students to receive mental health services that provide therapeutic interventions to facilitate learning. For the purpose of this Policy, such comprehensive/mental health services are referred to as “wraparound” services.</p> <p>The Board recognizes that wraparound services must be provided as efficiently and effectively as possible in order to promote learning for all students.</p> <p>Agency – Any organization, other than Penn Manor School District (PMSD), that provides mental health services to PMSD students. By way of example, these services may be provided by Therapeutic Support Staff, Behavior Specialists, Mobile Therapists and other mental health care providers.</p> <p>Therapeutic Support Staff (TSS) – Personnel provided by an organization other than PMSD who work solely with an identified student(s) and who provide interventions for behavioral or emotional needs of the specified student(s) in the home or school setting.</p> <p>Behavior Specialists – Personnel provided by an organization other than PMSD who provide knowledge of behavioral interventions and who may assist in the development of a Treatment Plan for an identified student.</p> <p>Mobile Therapists – Personnel provided by an organization other than PMSD who provide physical or other forms of therapy in the home or in a school setting for an identified student.</p>
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4. Guidelines

Treatment Plan – A plan developed by the Agency in conjunction with parents and the PMSD, as necessary, that identifies specific goals and objectives designed to meet the emotional and behavioral needs of the student.

Team Meeting – A meeting consisting of PMSD staff, Agency personnel, a TSS, a TSS supervisor and any other staff as appropriate. Parents may or may not attend.

1. Prior to entering a PMSD building, all Agency personnel will request that a Team Meeting be scheduled to discuss wraparound services for identified student(s) prior to the Team Meeting:
 - The Agency will present to PMSD a permission form, signed by (parents/guardians), which permits the exchange of information relating to a student.
 - The Agency will provide PMSD with copies of required current ACT 34 and ACT 151 clearance forms for all wraparound staff.
 - The Agency will provide PMSD with proof of appropriate insurance.
 - The Agency will provide PMSD with a copy of the student's current Treatment Plan.
2. Upon PMSD review and approval of all required paperwork, the Agency will schedule a Team Meeting, the purpose of which shall include without limitation the following:
 - The Agency will review the student's current Treatment Plan with the Team.
 - (i) The Team will discuss the applicability of the Treatment Plan to the student's current behavior in the school setting and determine goals to be addressed within the setting.
 - PMSD personnel and Agency personnel will discuss and identify the expected roles of PMSD staff and TSS personnel.
 - PMSD staff will provide Agency personnel with a school calendar and will review with Agency personnel all applicable District policies and guidelines.
 - (i) All Agency personnel will adhere to the PMSD Dress and Grooming Policy as outlined in Penn Manor District Policy #525. Professional dress is preferred.
 - (ii) All Agency personnel will adhere to the PMSD Internet Acceptable Use Policy, including signed acknowledgment of the Policy.

3. All Agency personnel providing services within PMSD buildings will observe principles of confidentiality in all situations. Failure to do so may result in loss of the individual's professional access to PMSD buildings.
4. Agency concerns regarding student, teacher or building issues will be brought to the attention of the PMSD building principal or designated building administrator.
5. Prior notice to classroom teachers of all visits, observations and interactions is required. This requirement must be met without exception.
6. Notice of cancellation of visits, observations and interactions, or the absence of Agency personnel will be forwarded to the designated PMSD building principal or designated building administration in a timely manner.
7. Agency personnel working within PMSD will adhere to all PMSD policies and guidelines.
8. PMSD reserves the right to review services being provided to students and make a determination if services should be modified or discontinued.