PENN MANOR SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: WRAPAROUND STAFF

PROVIDED BY OUTSIDE

AGENCIES

ADOPTED: September 13, 2010

REVISED: November 21, 2011

113.5. WRAPAROUND STAFF PROVIDED BY OUTSIDE AGENCIES

1. Purpose

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.

The Board recognizes that wraparound services must be provided as efficiently and effectively as possible in order to promote learning for all students.

2. Definitions

Agency - any organization, other than Penn Manor School District (PMSD), that provides mental health services to district students. By way of example, these services may be provided by therapeutic support staff, behavior specialists, mobile therapists and other mental health care providers.

Therapeutic Support Staff (TSS) - personnel provided by an organization other than the district 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.

Behavior Specialists - personnel provided by an organization other than the district who provide knowledge of behavioral interventions and who may assist in the development of a treatment plan for an identified student.

Mobile Therapists - personnel provided by an organization other than the district who provide physical or other forms of therapy in the home or in a school setting for an identified student.

Treatment Plan - a plan developed by the agency in conjunction with parents/guardians and the district, 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 district staff, agency personnel, a TSS, a TSS supervisor and any other staff as appropriate. Parents/Guardians may or may not attend.

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3. Guidelines Prior to entering a district building, all agency personnel shall request that a team meeting be scheduled to discuss wraparound services for identified student(s) prior to the team meeting: 1. The agency shall present to the district a permission form, signed by the parents/guardians, which permits the exchange of information relating to a student. SC 111 2. The agency shall provide the district copies of required current clearance forms 23 Pa. C.S.A. for all wraparound staff. Sec. 6301 et seq 3. The agency shall provide the district with proof of appropriate insurance. 4. The agency shall provide the district with a copy of the student's current treatment plan. Upon district review and approval of all required paperwork, the agency shall schedule a team meeting, the purpose of which shall include without limitation the following: 1. The agency will review the student's current treatment plan with the team. 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. 2. District personnel and agency personnel shall discuss and identify the expected roles of district staff and TSS personnel. 3. District staff shall provide agency personnel with a school calendar and will review with agency personnel all applicable district policies and guidelines: Pol. 325 All agency personnel shall adhere to the district dress and grooming policy. Professional dress is preferred. Pol. 815 b. All agency personnel shall adhere to the district Internet acceptable use policy, including signed acknowledgment of the policy. All agency personnel providing services within district buildings shall observe principles of confidentiality in all situations. Failure to do so may result in loss of the individual's professional access to district buildings.

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Agency concerns regarding student, teacher or building issues shall be brought to the attention of the building principal or designated building administrator.

Prior notice to classroom teachers of all visits, observations and interactions is required. This requirement must be met without exception.

Notice of cancellation of visits, observations and interactions, or the absence of agency personnel shall be forwarded to the designated building principal or designated building administration in a timely manner.

Agency personnel working within the district shall adhere to all district policies and guidelines.

The district reserves the right to review services being provided to students and make a determination if services should be modified or discontinued.

References:

School Code – 24 P.S. Sec. 111, 510

Criminal History Record Information Act – 18 Pa. C.S.A. Sec. 9125

Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.

Board Policy – 000, 325, 815