

---

All referrals are  
Confidential!

SAP is NOT treatment and members cannot diagnose, treat or refer to treatment for behavioral health concerns.

The engagement of students and families throughout the SAP process is essential. The SAP team will assist parents in accessing any recommended services and supports.



## SAP TEAM MEMBERS

Mrs. Kelly Weber  
Mrs. Dena Farrell  
Mrs. Brandie Uliana  
Mrs. Lee Pavan  
Dr. Rosie Gentile  
Mrs. Ellen Klabunde  
Mr. Beck Dolphin



Notre Dame  
High School  
SAP





## WHAT IS SAP?

The Student Assistance Program is a team process used to mobilize school resources to remove the barrier to learning.

SAP is designed to identify academic, social, attendance, substance use, mental health, and other concerns which pose a barrier to student success. The primary goal of the Student Assistance Program is to help students overcome these barriers so that they may achieve, advance, and remain in school.



## WHO CAN BE REFERRED?

Anyone can refer a student to SAP if they are concerned about their behaviors. These *observable* behaviors might include:

- Withdrawn
  - Drastic change in behavior
  - Attendance
  - Reports of bullying
  - Lethargy
  - Easily frustrated or sad
  - Decline in grades
  - Overheard conversations about alcohol or drug use
  - Lack of interest
- Other external factors such as divorce, death or change in caregivers or social circle can also be an appropriate referral.

## THE SAP PROCESS

### Data Collection

The SAP team gathers objective information to inform their decision making process. Parent permission is required to proceed with the SAP Process.

### Action Planning

A plan is developed to assist the student in accessing recommended school and/or community supports. The team may utilize liaison services which may include a drug and alcohol and/or mental health screening/assessment

### Follow Up

Follow up includes monitoring progress towards goals and checking in with the family, student, and referral source. The plan may be adjusted as needed.

