

STUDENT SERVICES

SERVICE TO STUDENTS

Nipher Middle School is staffed with two counselors. A counselor is assigned to each team and meets weekly with the team faculty members. Counselors help all students in their academic and social development. The counselors will provide important information to students, parents, and teachers regarding early adolescence. The counselors help teachers plan special activities in the classroom, lead discussion groups, give tests, and explain the results to students. They are also available to assist students with any problems or questions they may have. Students may stop at the counseling office before school, after school, or between classes. Counselor team assignments are as follows: Kitty Hartwig– 6W, 7S, 7W and Joanne Booker- 6E, 8N, 8S

CLINIC SERVICES

A health clinic is available for students who become ill or injured. When called by the nurse, parents are asked to make every effort to see that their child is picked up promptly. Students should know the family physician, hospital preference, and how to reach a parent in the event of illness, accident, or emergency.

Clinic facilities are provided for ill or injured students. However, these privileges should not be abused. If a student visits the clinic too frequently, the parent will be notified regarding the nature of the problem. To report to the clinic, a student must obtain a pass from his/her teacher. If medicine is to be taken at school (including over-the-counter drugs such as Tylenol or Aspirin), a note must accompany the medicine. Information should include the name of the medication; the reason it is being taken, the dosage, and times it is to be given. All medications are to be kept in the clinic.

NO MEDICATION MAY BE GIVEN WITHOUT A NOTE FROM A PARENT/GUARDIAN. NO MEDICATION, INCLUDING OVER-THE-COUNTER DRUGS, IS EVER TO BE IN THE STUDENT'S POSSESSION DURING SCHOOL HOURS.

When medicine is to be transported, it should be taken to the clinic before school starts in the morning and picked up before the last period of the day. **THE SCHOOL DOES NOT PROVIDE ANY MEDICATION.** All medicine must come from the home.

HEALTH INFORMATION

School health emergency information is required to be on file for each child. The Nipher information form is to be filled out completely, signed and dated by the parent, and returned by the beginning of school. This information form gives limited permission to treat the named child if a parent or emergency contact person cannot be reached.

EDUCATIONAL SUPPORT COUNSELOR SERVICES

Our school's Guidance Department is supported by an Educational Support Counselor (ESC), whose role is to assist the school counselor in providing emotional and behavioral support to students. The ESC is a Licensed Professional Counselor, Licensed Clinical Social Worker, or Masters-level counselor/social worker, provided through a contract between Kirkwood School District and BJC Behavioral Health to serve students Pre-K through 12. Services include anger management and social skills education, group facilitation, one-on-one therapeutic support, and/or resource referral/case management. ESC services are designed to be short-term support interventions; however, if it is anticipated that on-going services or outside resources may be necessary, you will be contacted. If you have any questions or would like to make a referral to the ESC program, please contact your school's grade level counselor. The administration at your child's school will be notified of all referrals made to the ESC program.

REFERRAL PROCEDURES FOR ESC

Should a student, parent, teacher, support staff and/or administrator identify a significant concern about a student's emotional status, please follow these procedures:

- 1) Contact the grade level counselor to assess the need for an ESC referral.
- 2) Guidance counselor will determine if the need warrants more significant intervention.
- 3) The guidance counselor will initiate referral to the ESC.

ESC will maintain an active caseload listing which will be shared with grade level administrator and counselor on a regular basis.

Staff will be annually in-serviced on the ESC program as part of the Counseling Department orientation at a fall faculty meeting.

ASSIST TEAMS

As soon as teachers are aware that an individual student is experiencing difficulty meeting or highly exceeding grade-level academic and behavioral expectations, effective supports and interventions must be available to assist the student. In order to respond quickly, our schools have established an **Achieving Success through Supports and Interventions for Students and Teachers** (ASSIST) team problem solving process to assist classroom teachers in designing, implementing, and evaluating the effectiveness of intervention strategies when typical classroom strategies have not been successful.

ASSIST Teams work at both the grade/department level for general intervention planning and at the building level for more focused/intense intervention planning. Grade level ASSIST teams are comprised of the grade level or department teachers, counselor, school psychologist, special education and REACH teachers who support that grade level. Principals may also participate in the grade level ASSIST team meetings. Grade/department level teams identify and implement general classroom supports and interventions such as differentiated instruction, learning scaffolds and social skill lessons based on school-wide expectations.

When the identified concerns are significant or the response to general intervention is inadequate, the building level ASSIST team will convene. The building level ASSIST team is facilitated by the building principal, school counselor, and school psychologist and is comprised of classroom and support teachers/staff (e.g. nurses; literacy, resource, gifted teachers; educational support counselors; occupational/physical/speech language therapists) who have been trained in problem solving and intervention strategies specific to academic and social/emotional/ behavioral needs. Parents may also be asked to participate in the Building ASSIST Team process for their child.

The Building ASSIST team's role is to conduct individualized problem solving, focused intervention planning, implementation support, data collection, and monitoring of the student's response to interventions. Intervention plans often include small, flexible instructional groups which target essential curriculum skills and frequent curriculum-based assessments. Building ASSIST teams will use data collected on the student's response to focused interventions to determine when more intense interventions or evaluation are required in order to better understand and support the learning needs of the student.

A flow chart representing the ASSIST Team process and procedures is included on the following page. Teachers should contact their school's counselor for more information about the ASSIST Team referral and intervention planning process.