

## What is Confidentiality?

The SAP Team is a caring group of trained professionals who strive to develop positive self-worth in Penn-Trafford students. Confidentiality between all parties involved in the SAP process shall be respected and maintained in the best interest of the student and in accordance with all State and Federal laws protecting the privacy rights of parents and students.

When it is obvious that the goals cannot be reached, don't adjust the goals, adjust the action steps.

-Confucius



Trafford Schools  
100 East Brinton Ave.  
Trafford, PA 15085  
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Penn Trafford School District



Trafford Middle School

## What is the Student Assistance Program?

The Student Assistance Program is designed to provide various services to meet your child's social, emotional, behavioral, and academic needs.

The primary goal of the Student Assistance Program is to identify students at risk and help those students to overcome barriers in order for them to be successful in their everyday lives.

Another goal of the Student Assistance Program is to facilitate collaboration between home and school and provide interventions and/or referrals to internal or external support services in order to address student needs.

### **Who is involved in the Student Assistance Program at Trafford Middle School?**

- Mr. Roger Sullivan (Principal)
- Mrs. Megan McGraw (School Counselor)
- Mrs. Stacy Lamanna (Head Teacher)
  - Mrs. Carol Tinsley (Teacher)
  - Mr. Steve Perovich (Teacher)
- Mrs. Renee Rumbaugh (Teacher)
- Mrs. Michelle Stewart (Teacher)
  - Mrs. Somer Green (Teacher)
- Mrs. Jody DiMiceli (School Psychologist)
- Mrs. Marla Dibuo (Community Liaison)

### **Who can refer a student to the Student Assistance Program?**

Anyone can refer a student to SAP when they are concerned about someone's behavior---any school staff, a student's friend, a family member, or community member. The students themselves can go directly to the SAP team and ask for help. The SAP team contacts the parent/guardian for permission to proceed with the SAP process.

### **What is the Process for the Student Assistance Program?**

1. A referral is made by an administrator, counselor, teacher, parent, school staff, etc.
2. Information is gathered about the student through checklists completed by any school staff in contact with the child throughout the day.
3. The SAP team discusses the input and feedback from the checklists.
4. The Parent/Guardian will be contacted to discuss the concerns regarding their child.
5. A permission form is sent home, along with a parent questionnaire to complete and a signature is required to either agree or disagree with the continuation of the SAP process.
6. Once permission is received, the student and parents/guardians will have the opportunity to meet with the SAP community liaison to discuss, plan, and implement any further recommendations.
7. Student will be assigned a mentor who will check-in with them weekly/bi-weekly to monitor their social, emotional, behavioral, and academic progress.