
STUDENT ASSISTANCE PROGRAM - POLICY -

The Board of Education recognizes that a variety of problems may affect a student's progress and performance in the school setting and that almost any human problem can be successfully treated, provided it is identified in its early stages and referral is made to an appropriate professional treatment resource.

The Student Assistance Program will provide a structured, organized approach to all public schools within the district to offer assistance to students troubled by emotional, social, legal, sexual, medical, familial or chemical use problems. The Board of Education realizes that these problems, if not attended to at an early stage, can affect the student's school performance, capacity to complete studies, and family life.

The main goal of the Student Assistance Program is to systematically and professionally respond to students' problems as they are manifested in school. The program will provide a structured, organized liaison between the school, home and outside agencies including community health services, mental health and treatment centres, church, Social Services and Housing, Mount Waddington Family Services and Alcohol and Drug Program Services, etc.

The Board of Education is committed to the achievement of a supportive environment for students which encourages, through the most effective means, students and families to seek help when problems occur that interfere with learning.

STUDENT ASSISTANCE PROGRAM - REGULATION -

1. CONFIDENTIALITY

General or personal information concerning suspected or witnessed alcohol and/or drug abuse or overdoses must be restricted to a 'need to know' basis.

2. STAFF INVOLVEMENT

Staff members who suspect the existence of an alcohol or drug abuse-related problem should observe the guidelines on the following page.

Staff members should also familiarize themselves with emergency procedures, as outlined in the attached guidelines, in the event that they encounter an alcohol or drug overdose situation.

3. WITNESSED USE OR POSSESSION OF ALCOHOL OR OTHER DRUGS

Please refer to **policy 5-30/R – Alcohol or Other Drugs** – in instances where a violation of the alcohol or other drugs policy has been observed.

4. GUIDELINES – DRUG/ALCOHOL INVOLVEMENT

	SUSPECTED USE OF OR INVOLVEMENT WITH ALCOHOL OR DRUGS	ALCOHOL OR DRUG OVERDOSE
STEP I	The staff member (or other concerned observer) notes a pattern of school behaviour which may indicate a student's damaging involvement with alcohol and/or drugs.	The staff member (or other concerned observer) sees a student experiencing a possible alcohol or drug overdose or acute intoxication.
STEP II	The staff member (or other concerned observer) informs the school counsellor in person or in writing.	The staff member remains with the student, administering resuscitation if required.
STEP III	The school counsellor undertakes an initial screening.	The staff member sends a bystander first for medical assistance and secondly to contact the school principal. Basic first aid will continue to be administered until medical assistance arrives.
STEP IV	The school counsellor consults with the alcohol and drug abuse counsellor to determine an appropriate tentative course of action, including the advisability of contacting the parent(s) of the child.	The school principal or designate contacts the parents or guardian of the student as soon as possible to advise them of the medical emergency and of the steps taken.
STEP V	The school counsellor and the alcohol and drug abuse counsellor meet with the student and a final course of action is decided.	The school p then informs the superintendent of the incident.

STEP VI	The school counsellor will monitor the student's progress, ensuring that the outcome is noted and that follow-up does occur.	
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NOTE: General or personal information concerning suspected or witnessed alcohol and/or drug abuse or overdoses must be restricted and divulged only on a 'need to know' basis.