

***SAHS STUDENT  
ASSISTANCE PROGRAM***

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**WHO CAN REFER  
STUDENTS TO SAP?**

Teachers, school staff, parents, and peers are the source of student referrals. Students can also seek help for themselves.

**WHO ARE THE TEAM  
MEMBERS?**

The core team members consist of faculty and staff who have been trained to assist the student and his/her family in identifying problems that impact on the student's ability to function successfully in school, and to offer assistance in alleviating these problems. Representatives from outside agencies may support the SAP team.

**HOW CONFIDENTIAL IS  
THE REFERRAL PROCESS?**

Confidentiality is important for the student, parent, teacher and administrator. Every effort is made to keep extremely confidential any information gathered by the SAP team. The names of specific school personnel are never mentioned.

**WHO CAN I CONTACT FOR  
FURTHER INFORMATION?**

The student's guidance counselor or SAP member may be contacted for additional information.

**SAP MISSION STATEMENT**

SASD recognizes students are subject to a variety of internal and external pressures. The mission of our Student Assistance Program (SAP) is to identify at-risk students through referrals and intervene in an effort to promote achievement and academic success. We seek to promote healthy, safe and substance free lifestyles by connecting these students and their families with appropriate school based or community resources.

**SOUDERTON AREA  
HIGH SCHOOL**

**STUDENT ASSISTANCE  
PROGRAM**

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## WHAT IS SAP?

SAP (**Student Assistance Program**) is a state-mandated student assistance program developed to help students, teachers, and staff members in dealing with concerns about students who are believed to be experiencing barriers to learning. These students may be at risk due to drug and alcohol or mental health issues.

## WHAT ELSE SHOULD I KNOW?

The SAP identifies students who may be at risk due to alcohol or drug use, depression or other mental health problems. The SAP also informs students, parents and school staff about the available student assistance services. Parents are encouraged to become a part of the SAP process. This program is an intervention process, not an in-school treatment program.

## HOW IS A STUDENT REFERRED?

Students may be referred to the SAP team by completing a SAP Referral Form. This form can be found on the high school portal, from the guidance department or from a team member. Completed forms should be placed in an interoffice envelope and returned to the **SAP mailbox in the main office**. Staff members should also feel free to contact any SAP member to discuss the possibility of a referral.

## WHAT HAPPENS AFTER SAP TEAM RECEIVES A REFERRAL?

The SAP team meets weekly to discuss the progress of any pending referrals and to assign new referrals for processing. For those students appropriate for SAP, faculty and staff members are specifically requested to identify current behaviors they have observed on the SAP checklist. Students may be referred as a result of observable needs in the areas of academics, behavioral, attendance or mental health concerns.

## WHAT DOES THE SAP TEAM DO WITH THE DATA THEY GATHER?

The data gathered by the behavior survey is analyzed for patterns. State law requires that SAP notify the student's parent/guardian of the reported behaviors. During this exchange, the SAP team will offer recommendations for assistance and support.

## WHAT IS AN INTERVENTION?

When reporting the behavior survey to the student's parent/guardian, the SAP team will offer to meet with the student and parent and two/three other members to share and discuss the reported concerns. Often the appropriate county agencies are also in attendance at these intervention meetings. If a parent is unable to meet with SAP representatives, concerns can be discussed and shared through a phone conference.