

**Champlain Valley Union High School**  
Student Referral Forms for the Student Assistance Program

Referral of troubled students must be based upon behavior, which you have actually observed. As a rule, an isolated instance of poor or unsatisfactory performance will not be grounds for referring a student to the Student Assistance Program. However, whenever a student exhibits several of the following, or when there is a definite and repeated pattern of behavior in an unacceptable direction, a referral to the SAP is appropriate. (Note: VT law prohibits anyone taking civil actions against teachers making responsible reports regarding students in line with their legitimate duties.)

STUDENT: \_\_\_\_\_ GRADE: \_\_\_\_\_ HOUSE: \_\_\_\_\_

REFERRED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

STRENGTHS OF THIS STUDENT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PLEASE CHECK ALL THE BEHAVIORS THAT YOU  
HAVE ACTUALLY OBSERVED:**

***Academic Performance:***

- Decline in quality of work
- Failure to complete or submit work
- Failure in class

***Other Behavior:***

- Change in peer groups
- Sudden, unexplained popularity
- Mood swings
- Depression
- Withdrawn
- Other students expressing concern
- Daydreaming
- Talks freely about drugs, bragging
- Erratic behavior
- "Do drug" messages on clothing
- Drawing drug-related pictures

***Substance Abuse Specific Behaviors Witnessed:***

- Policy violation      Date: \_\_\_\_\_
- Possession of alcohol, tobacco, or other drugs (ATOD)
- Physical signs (blood shot eyes, slurred speech, etc)
- Use of ATOD
- Possession of paraphernalia
- Selling and/or delivery of ATOD

***Classroom Conduct:***

- Poor attendance/frequent tardiness
- Disruptive in class
- Inattentive/lack of concentration
- Sleeping in class
- Impaired memory
- Skipping
- Verbally abusive
- Sudden outbursts of anger
- Frequently leaves class (for nurse, bathroom, etc)
- Hyperactivity, nervousness

***Check what you HAVE done:***

- Talked with the student
- Offered to talk with the student
- Sent student to House Director, or Direction Center
- Parent/guardian conference
- Telephoned parent/guardian
- Discussed this problem with other  
Who: \_\_\_\_\_

Do you wish to remain anonymous? YES \_\_\_ NO \_\_\_

**OTHER COMMENTS/CONCERNS ABOUT THE STUDENT**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_