

## 2019 Application Pack Return to School Centre- Evans High School

Return to School Centres are designed as an intervention for students who are on long suspension and have been identified by their school as being likely to benefit from a structured program to assist their successful return to schooling as soon as possible. As part of the suspension procedure, the school applies for the student to attend to centre for the duration of the suspension (maximum of 20 days).

The Return to School Centre at Evans High School runs from 9:30am to 11:30am each school day. Schools with need to gain parental permission before the student can commence at the centre. Verbal is acceptable with written consent gained at the time of the Entry Meeting.

To apply for a placement schools will need to email:

- Completed referral form
- List of incidences leading up to the suspension (eg Sentral entries)
- Copy of Suspension letter to parent/carer OR copy of notification to regional office
- Copy of the student's Risk Management Plan and any other relevant plans

Please forward the applications to <a href="mailto:Evans-RSC@det.nsw.edu.au">Evans-RSC@det.nsw.edu.au</a>.

Once the application has been reviewed the decision is intimated to the school. If a placement is offered, the school hosts an Entry Meeting which is attended by a member of the exec, the parent/caregiver, the student and a mentor for the student (if the school already has someone in mind). Upon the student's return to school, the mentor assists them in practicing the strategies that we have developed and monitors their progress at school.

If you need any further information, feel free to contact us on 02 9621 3622.

## Return to School Centre- Evans High School 2019 Referral form

## Student Details

Student Details			
Student Name:	Date of Birth:		
Gender:	ATSI:		
Referring School:	Year:		
Executive Making the Referral:	Contact Number:		
Year Adviser/Class teacher:	Mentor Teacher:		
Parent/Carer 1:	Phone Number:		
Parent/Carer 2:	Phone Number:		
Caseworker (if applicable):	Phone Number:		
Date of Suspension:	Date of Resolution Meeting (if known):		
Reason for suspension (delete the ones not applicable):			
<ul> <li>Persistent or Serious Misbehaviour</li> </ul>			
<ul> <li>Physical Violence</li> </ul>			
<ul> <li>Prohibited Weapon, firearm or knife</li> </ul>			
<ul> <li>Use of implement as a weapon</li> </ul>			
o Possession, supply, use of illegal substance	<b>)</b>		
<ul> <li>Criminal behaviour related to school</li> </ul>			
Incident Description (briefly explain the incident(s) leading up to the suspension):			

**Strategies and interventions at school** (identify strategies and interventions that have already been implemented in the management of this student)

Strategies		Comment	
	Risk assessment/management plan	Attach current	
	Individual Management Plan		
	Behaviour monitoring sheet		
	Attendance contract		
	Supported Work Program		
	Behaviour Team Intervention		
	Special Placement		
	School Counsellor Intervention		
	Learning Support Team Intervention		
	Other programs (please describe)		
	Other eg outside agencies		

<b>Educational</b>	History	
YEAR	RELEVANT INFORMATION	
2018		
2017		
		oriefly describe in these areas)
LITE	RACY	
NUME	ERACY	
SOCIAL/E	MOTIONAL	
BEHAV	IOURAL	
STRENGTHS	S/INTERESTS	