

INTERVENTION AND REFERRAL SERVICES

SAMPLE TEACHER INFORMATION COLLECTION FORM

Confidential

Please return this form, in a sealed envelope, to the I&RS Team mailbox by _____.
(date)

TO: I&RS Team
FROM: _____
DATE: _____
REFERENCE: _____

Classes in which the above-named student is enrolled: _____

Period(s) of the day you see the student: _____

Check each of the following items that are of concern to you or that you have noticed regarding the above-named student.

Class Attendance:

_____ Frequent requests to leave class to see:	_____ Frequent tardiness
_____ advisor	_____ Frequent absences
_____ nurse	_____ Class cuts
_____ other _____	

Academic Performance:

_____ Drop in grades, lower achievement	_____ Present grade (approximately)
_____ Failure to complete in-class assignments	_____ Decrease in class participation
_____ Failure to complete homework assignments	_____ Short attention span, easily distracted
_____ Cheating	

Disruptive Behavior:

_____ Attention-getting behavior, extreme negatives	_____ Violating rules
_____ Fighting and/or sudden outbursts of anger and/or verbal abuse toward others	_____ Blaming, denying
	_____ Obscene language, gestures
	_____ Hyperactivity, nervousness

Physical Symptoms:

_____ Sleeping in class	_____ Unsteady on feet
_____ Unexplained, frequent physical injuries	_____ Slurred speech
_____ Deteriorating personal appearance	_____ Frequent cold-like symptoms
_____ Frequent complaints of nausea or vomiting	_____ Glassy, bloodshot eyes
_____ Smelling of alcohol or marijuana	

Atypical Behavior:

- Change in friends, change in behavior
- Sudden popularity
- Older or significantly younger social group
- Sexual behavior in public
- Talks freely about substance abuse
- Withdrawn, difficulty in relating to others
- Inappropriate responses
- Erratic behavior
- Constant adult contact
- Disoriented
- Unrealistic goals
- Depression
- Defensive
- Unexplained crying

Home/Social/Family Problems:

- Family problems
- Peer problems
- Family alcohol/drug problems
- Runaway
- Job problems

Policy/Discipline Code Violations:

- Involvement in thefts and assaults
- Possession of drugs/alcohol
- Possession of drug paraphernalia
(e.g., roach clips, bongs, rolling paper)
- Vandalism
- Carrying a weapon
- Selling Drugs

Extra Curricular Activities

- Missed athletic practice without substantial/acceptable reason
- Missed club/group meeting without substantial/acceptable reason
- Loss of eligibility
- Dropped out of activity (name of activity): _____

Please feel free to offer comments (positive or corrective) that you think will be helpful in addressing this student's needs. Remember, only comments that are *school-based, school-focused* and *specific, descriptive, objective/factual and observable* are acceptable.

Skills _____

Positive Characteristics, Strengths, Interests _____

Environmental Supports _____

Thank you for your cooperation, caring and concern!