

Cottonwood Joint School District No. 242

INSTRUCTION

2425F

Efforts to Notify Parent/Guardian of Changes in Student Health or Wellbeing

Staff Member Reporting Change in Student Health or Wellbeing

Name: _____ Position: _____

Date: _____

Student Name: _____

Date you noticed this change in health or wellbeing: _____

Please explain this change and how you learned about it:

Staff Member Notifying Parent/Guardian of Change in Student Health or Wellbeing

Name: _____ Position: _____

Date Form Was Received: _____

Date	Time	Person You Tried to Contact	Mode of Communication	Successfully Contacted?

Please describe what you told them.

Please indicate whether you took the following steps:

Yes No Encouraged the student to discuss issues related to the student’s wellbeing with their parent/guardian

Yes No Encouraged the parent/guardian to discuss issues related to the student’s wellbeing with the student

Yes No Offered to facilitate a discussion of the student’s wellbeing between the student and the parent/guardian