

IUSD Alcohol and Drug Intervention Program

Instructions for School Administrators

Criteria for enrollment into the Intervention Program:

- Student is up for suspension for an alcohol or drug-related incident at school or during school-related activities.
- This is a first time alcohol or drug offense for the student OR they have not completed an Alcohol and Drug Intervention Program in the past.

Steps to enroll:

1. Student is suspended for alcohol/drug offense by school administrator.
(Please consider reducing the number of days assigned to the suspension when a student is willing to complete the Intervention Program.)
2. Administrator explains the two components of the IUSD Alcohol and Drug Intervention Program:
 - a. The online course (if this is a first time alcohol or drug offense for the student)
 - b. The completion of 1 intake session with the Wellness Coordinator at which time the Wellness Coordinator will triage the level of support needed to include, but not limited to:
 - Support group through Project Success
 - Direct counseling support with Wellness Coordinator
 - Outside referral for more intensive specialized intervention
3. Administrator gives the student and parent the “Alcohol and Drug Intervention Parent Letter” along with a copy of the suspension.
4. If this is a first time alcohol and drug offense for the student, student uses offer code (listed in parent letter) to register for and complete online course during out-of-school suspension.
5. Student completes online course and turns in the Certificate of Completion (provided in the course) to Administrator.

6. Wellness Coordinator will do an intake with the student and determine the level of support needed.
7. Wellness Coordinator will document the intake meeting and next steps in the Counseling screen in Aeries, including the following information:
 - Date of Alcohol and Drug Intake meeting with student
 - Next Steps/Support Plan
 - Date the plan was communicated to team members and the support provider
8. Administrator or designee will follow up with Wellness Coordinator to check the status of support provided.