

Eisenhower High School

STUDENT RE-ENTRY GUIDELINES

In planning for the re-entry of a student who has been out of school due to a mental health hospitalization, the school site administrator in collaboration with school counselor/s, nurse, teachers, and/or other staff as needed may consider any of the following action items:

Returning Day	Have a parent escort student on the first day back. Develop a re-entry communication and safety plan in the event of future emergencies
Hospital Discharge Documents	Request discharge documents from hospital or Medical Clearance for Return to School from parent on first day back. Obtain Authorization or Exchange/Release Information for relevant providers including psychiatrist, treating physician, psychologist etc...Update medication list
Meeting w/ Parents/Guardians	Engage parents, school support staff, teachers, & student, as appropriate in a Re-Entry Planning Meeting & complete Student Safety Plan: <ul style="list-style-type: none"> • Identify on-going mental health resources in school and/or in the community. • Develop accommodations as needed. • Upon re-entry, you must offer an assessment to determine 504 eligibility (Child Find). If the student is Special Ed. or 504 you must schedule an addendum meeting. If the student is prescribed medication, contact the school nurse. • Offer suggestions to parents regarding monitoring personal communication devices, including social networking sites, as needed. • Notify student's teachers, as appropriate.
Identify Supports	Assist the student in identifying adults they trust and can go to for assistance at school and at home (reference Student Safety Plan document)
Address Bullying, Harassment, Discrimination	As needed, ensure that any bullying, harassment, discrimination is being addressed.
Designate Staff	Designate staff (e.g., Counselor, School Psychologist, School Nurse, etc.) to check in with the student during the first couple weeks periodically. (reference School Safety Plan)
Release of Information	Obtain consent by the parent to discuss student information with outside providers using the Parent Authorization for Release/Exchange of Information.
Manage & Monitor	Case management and monitoring – ensure the student is receiving and accessing the proper mental health and educational services needed.

Adopted on 2/10/21