



# EXTERNAL REFERRAL POLICY

## Guiding Statements

**Student Development** To encourage the holistic development of our students in Christian character, leadership, service and personal skills based on the IB Learner Profile and school IGNITE values.

**Home and Community** To develop strong partnerships with all stakeholders to ensure the safety, well-being and holistic development of all students, including those in Boarding and Homestay arrangements.

## Student Support

This policy outlines the systems in place to support students in their holistic development at ACS (International) and what external support, communication and consent may be required in order to fully support their development at the school.

The Student Support at ACS (International) consists of:

- Pastoral care, for which the House system is central to nurturing each individual's pastoral needs and is led by the House Tutor and overseen by the Head of House.
- The Counselling team, consisting of two full-time school counsellors, providing expert support where needed with a main focus on the psycho-social emotional wellbeing of the students
- The Learning Support team, consisting of two learning support specialists, providing individualised and small group support for students identified as needing additional support outside of the classroom in order to fully engage with their learning.
- The school nurse, overseeing health concerns and support for students in the school
- The International Student coordinators, overseeing the support and wellbeing of international students, both in boarding and homestays.
- The Chaplaincy team, supporting the Christian ministry within the school

Each member supporting these teams is well qualified and appropriately appointed. As part of this student support structure, there will be times when (particularly for counselling and learning support) initial assessments or screening are conducted to evaluate possible needs for students in order to better understand the support they may benefit from at the school. This may lead to the requirement for an external specialist to conduct further assessment.

When such a recommendation comes from the school, upon request by the parents, the support team making the recommendation may be able to provide the parents/guardian with a list of possible specialists to consult. The school does not have any affiliations with providers.

As this recommendation is made in order for the school to fully understand the student's needs and how best to support their development at ACS (International), the school requires the parents/guardian to give consent to the specialist to release and disclose the results of any assessment and for them to have full communication directly with the relevant members of the student support team. A reasonable time period will be given for the external assessment to take place and the completion.

In cases where referrals are not completed and/or relevant information is not fully shared which compromises the school's ability to fully support the child's education and wellbeing, then this may become a condition for continued enrolment.

<i>Prepared By</i>	<i>Approved By</i>	<i>Review and Revised</i>	<i>Reviewed by</i>	<i>Next Review</i>

See some non-exhaustive examples of the types of referrals that may be requested:

- Psychologist and Psychiatrist evaluation following suicidal tendencies
- Educational psychologist evaluation and intervention following observations of learning differences
- Psychologist referral for stress related health concerns
- GP for other health concerns, possibly insomnia or health conditions impacting participation at school
- Psychiatric evaluation following persistent low moods or inability to regulate moods.