



Referral to Student Relations Support Counselor


Support Counselor Referral Flow Chart




Student referred to Student Relations Office via a phone call from school administrator (502)-485-3335. Additionally, the school administrator will need to document the referral in the IC Resolution Details.



Phone call is made to schedule appointment with student and family by the Student Relations Office Support Counselor (formerly assessment counselors).



Student Relations Support Counselor meets with families to link student to services and provide any additional necessary supports. Depending on the needs of the student, the Support Counselor may schedule meetings with families and students at the student's current school.



After meeting with student and family, the Student Relations Support Counselor provides follow-up to students.