

JESUP COMMUNITY SCHOOLS



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Student Re-Entry Return to School Guidelines

Student Name/DOB _____ Location _____ Date _____

To assist in planning for the return of a student who has been out of school for any length of time, either to seek medical clearance after a crisis situation or after hospitalization, the following staff members will assist the school administration in considering any of the action items below for a successful re-entry. The team will determine which supports will be utilized for each situation and how it will be followed through:

Principal School counselor Family Support Worker School Nurse
 Lead Teacher Other

Prior to student returning to school	Obtain release of information so documents can be shared with the school counselor to prepare for the return of the student to campus. Documents must come from a verified health professional, such as a doctor or therapist. Remind parent of the importance of contacting school staff to schedule the return to campus meeting PRIOR to the student coming back.
Day of re-engagement	Have parent escort student to campus on the first day back. Review and if needed request additional documents from the hospital or the provider who evaluated for Medical Clearance Document for return to school. This must be done before student goes back into classes. Information will be sent to teachers and other academic supports as needed.
Meeting with parents	Engage parents, school support staff, and student, as appropriate in Return to School Re Entry Meeting. Identify on-going mental health or physical recommendation as identified in the discharge plan. <ul style="list-style-type: none"> • Modify academic programming. Assess need to transition back to campus ½ days depending on length of time out of school, as appropriate • If student has prescribed medication, obtain proper consent to prompt student during the school day if indicated • Encourage parents to monitor their child’s personal communication devices, including social networking sites, as needed <ul style="list-style-type: none"> • Notify student’s teachers, as appropriate • If indicated, consider an assessment for any or all supports for a student whose behavioral or emotional needs affect their ability to benefit from their educational program • Develop a safety plan with student, parents, and staff if indicated
Identify supports	Assist the student in identifying adults they can trust and can go to for assistance at school and at home.

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Address bullying, harassment, and discrimination	As needed, ensure bullying, harassment, and discrimination is being addressed.
Designate staff	Designate staff to periodically check in with the student during the transition period for the first couple of weeks.
Release/exchange of information	Obtain consent by the parent to exchange student information with community providers—IPHH, BHIS, and Juvenile Court.
Monitor	If student is on PBIS Tier Two or Three, ensure the student is receiving and accessing the proper health services and education services as needed.

