

STUDENT ASSISTANCE TEAM (SAT) REQUEST FORM Teacher/School Staff Referral

OFFICE USE

Student Name	ID #	Date of Birth	Date
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Contact Information

Teacher Name	School	Grade
Person Making Referral (if other than teacher)		
Parent Contacted Prior to SAT referral? Yes No	Parent Name(s)	Parent Phone Home Work Cell

Academic Information

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Grade Level		Statewide Assessment Scores	
Reading	Math	Reading	Math
Writing		Writing	

Learning and/or Behavioral Concerns (Describe)

Where do the problem(s) occur? (Check all that apply)

Classroom	Hallway	School grounds
Gym	Bus	Home
Cafeteria	Other (describe)	

Student Strengths: (Check all that apply)

Positive attitude	High expectations for self.	Transitions easily
Hard worker	Organized	Takes pride in appearance
Trustworthy	Good sense of humor	Athletic
Works well in groups	Cooperates	Musically talented
Works well independently	Responsible	Artistically inclined
Respectful of authority	Creative	Other:
Motivated	Has leadership qualities	

Academic Concerns: (Check all that apply)

Grades declining	Poor reading skills	Does not follow directions
Slow rate of work	Poor math skills	Low retention rate
Incomplete assignments	Poor writing skills	Disorganized
Does not work well independently	Does not work well with others	Other:

Behavioral Concerns: (Check all that apply)

Verbally disruptive	Bullies others	Attention seeking behaviors
Physically disruptive	Destroys property	Steals/cheats/lies
Physically aggressive	Easily distracted	Avoided by peers
Verbally aggressive	Hostile when criticized	Easily frustrated
Victim of bullying	Argumentative/defiant	Truant/tardy
Other:		

Personal Concerns: (Check all that apply)

Poor hygiene	Appears sickly	Burn marks
Sleeps in class/lethargic	Nausea/vomiting	Evidence of self-mutilation
Agitated/nervous	Bloodshot eyes	Obese or underweight
Difficulty moving/uncoordinated	Other:	

Other Comments/Concerns

Classroom Interventions Previously Tried

What strategies have been used prior to the SAT referral? *(Check all that apply)*

Strategy	Length of time strategy used	Results?
Instructional accommodations Specify:		
Modified curriculum		
Materials modification Specify:		
Alternative materials		
Small-group instruction		
Tutoring		
Assistive technology		
Daily guided reading		
English as a second language support		
Daily behavior chart		
Positive behavior supports		
Assigned seating		

SAT Referral Form

Time out		
Problem-solving conference		
Attendance monitoring		
Parent conference		
Other:		

Student Data and Evidence

Documentation must be provided for each student concern. The following are examples of the types of evidence that may be used by the SAT team to determine appropriate response. Check off each type of documentation that you are submitting and attach to this referral form.

Student Work Samples	Observations	Curriculum - Based Measures	Student Portfolio	Student Interview Notes
Parent Interview Notes	Interview with colleagues and/or Specialists	Attendance Records	Record of Discipline Referrals	Other (specify)