

# Student Support Team (SST) Process



6 weeks of interventions are attempted. After 4 weeks of interventions if little or no progress is made, notify SST Facilitator a referral will be submitted.

SST Initial Referral Form is completed and submitted to the building Principal with 6 weeks of interventions documented

Principal reviews and forwards to the SST Facilitator as appropriate.

SST Facilitator arranges a meeting with all relevant members

Meeting information is collected and prepared

Reminder to each team member made by SST Facilitator 1 day prior to meeting

Meeting is held and follow-up meeting is scheduled

SST Minutes are distributed to team members. The SST Facilitator/ administrator follow-up with those involved in the action plan.

Follow-up SSTs are held as necessary