

**INTERVENTION AND REFERRAL SERVICES FOR  
GENERAL EDUCATION STUDENTS**

The Board of Education shall provide a program of intervention and referral services for general education students who are experiencing learning behavior or health difficulties to help them function productively and develop positively in the classroom environment and to assist staff who have difficulties in addressing students' learning behaviors or health difficulties.

General education students shall be defined as students who have not been determined to be in need of special education programs and services pursuant to N.J.S.A. 18A:46-1 et seq. and N.J.A.C. 6a:14.

Interventions in the general education program to alleviate educational problems shall be provided to a student unless the student's educational problem(s) is/are such that direct referral to the Child Study Team (CST) is required.

All staff are informed annually regarding the role and function of the Intervention and Referral Services (I&RS) teams; how to access them for interventions on behalf of students in the general education program, and, if appropriate, how to make a direct referral to the Old Tappan Child Study Team. Parents are verbally apprised of the role of the I&RS teams by the student's teacher. Interventions may be made for children ages three to 14. Information on how to make a referral is also provided through Child Find activities conducted by the Region 3 Office of Special Education

Documentation and data shall be kept on each intervention that is tried and its effect.

General education staff members shall be instructed in the criteria that may identify students who may be potentially disabled and how to refer them through the activities described above.

The child's teacher shall maintain written documentation of the implementation and effectiveness of any interventions tried prior to referral to I&RS. A copy of this written documentation is forwarded to the I&RS. This committee may recommend further interventions or a referral to the Child Study Team. A copy of the written interventions is given to the parent.

To implement this program, the Superintendent shall prepare procedures to:

- A. Identify and collect thorough information on the learning, behavior and/or health difficulties of students, and plan and provide for appropriate intervention or referral services and/or referral to school and community resources;
- B. Establish guidelines identifying the roles and responsibilities of the school staff and/or community members who participate or aid the planning, development and/or implementation of intervention and referral services;
- C. Provide support, guidance and professional development to school staff who identify and refer students and to school staff who participate in planning and providing intervention and referral services;

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- D. Actively involve parents/guardians in the development and implementation of intervention and referral plans;
- E. Coordinate the access to and delivery of school services for identified students;
- F. Coordinate the services of community-based social and health provider agencies;
- G. Maintain records of all requests for assistance and all intervention and referral services plans; and
- H. Review and assess the effectiveness of the services provided in achieving the outcomes identified in the intervention and referral plan on both an annual and individual basis.

The Board shall review and adopt these procedures, and the Superintendent shall report to the Board on their implementation and effectiveness.

**Legal References:** N.J.S.A. 18A:46 et.seq. Classes and Facilities for Handicapped Children  
N.J.A.C. 6A:14 Special Education  
N.J.A.C. 6A:16-7.1 et seq. Intervention and Referral Services

**Cross References:** \*6164.4 Child Study Team  
\*6172 Alternative educational programs

\*Indicates policy is included in the Critical Policy Reference Manual.

**Key Words**

Student Assistance Committee, Intervention and Referral Services for General Education Students

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