I&RS
Student Referral Process

Problem Identified

Teacher identifies academic, behavioral, and/or attendance problem

Step 1
Implement Strategies

Teacher begins **using & documenting** strategies to address identified problems
([Teacher Data Collection Form](#))

Step 1
Tier 1 Interventions

Track and/or implement Tier 1 strategies

Step 1
Tier 2 Interventions

After Tier 1 strategies have been exhausted, begin to track and/or implement Tier 2 strategies

Step 2
Request for Assistance

Interventions have been attempted with little to no improvement. Teacher then completes I&RS Request form for assistance via [Google form](#).

Step 2
Data & Artifacts

Place all data, artifacts, and completed forms in a **physical** folder.

- Quarter and Assignment Grades
- Data Collection Logs
- Parent Communication

Step 2
Submission

Deliver physical folder to Social Worker, Ms. Martinez, in main office for I&RS review.