

SECTION 600 – Students

**ADMINISTRATIVE PROCEDURE - EXHIBIT: IDENTIFYING STUDENTS AT
RISK**

<i>EXHIBIT CODE:</i>	<i>634 E 002</i>
Policy Reference: 634 – Banned Substances	

EXHIBIT

Student Name: _____

As you know your students best, you may observe behavioural changes occurring in your student(s), which could be an indication that the student(s) are at risk of developing a substance use problem or experiencing unrelated problems. This checklist could be a helpful screening tool in identifying who may be in need of help in addressing problems associated with substance use. This tool should not replace the opportunity for you to have a discussion with the student(s) regarding any concerns that you may have. If referrals need to be made, please follow the appropriate referral process used in your school.

Check off behaviors that have been observed.

Attendance

- ☐ Is frequently absent
- ☐ Is frequently late
- ☐ Frequently attempts to be excused during class

Performance

- ☐ Has slipping grades
- ☐ Hands assignment in late
- ☐ Completes assignments poorly
- ☐ Does not hand in assignments
- ☐ Is unprepared for class
- ☐ Has difficulty staying on task
- ☐ Is working below potential
- ☐ Has low motivation

Attitude

- ☐ Changes in mood frequently (from day to day, hour to hour)
- ☐ Is very defensive
- ☐ Is argumentative
- ☐ Has caused other students to be afraid of him or her

Behaviour

- ☐ Is disruptive in class
- ☐ Is inattentive
- ☐ Has difficulty following classroom routines
- ☐ Is uncooperative with teachers or other school staff
- ☐ Is frequently or easily upset
- ☐ Has memory lapses
- ☐ Is critical of other students
- ☐ Uses obscene language and gestures
- ☐ Is withdrawn
- ☐ Has changed friends recently
- ☐ Vandalizes (suspected or actual)
- ☐ Displays sexual behaviors towards peers or staff
- ☐ Promises to do better but behavior does not change
- ☐ Denies any problems
- ☐ Avoids contact with people who care
- ☐ Acting differently than usual presentation
- ☐ Increase in use of cell phone

Physical symptoms

- ☐ Appears dazed or giddy
- ☐ Is extremely lethargic
- ☐ Has an unkempt appearance
- ☐ Has glassy or bloodshot eyes, or dark circles under eyes
- ☐ Dilated pupils
- ☐ Shows poor coordination
- ☐ Falls asleep in class
- ☐ Shows change in alertness
- ☐ Has unexplained bruises
- ☐ Is underweight
- ☐ Is accident-prone
- ☐ Smells of tobacco, cannabis or e-cigarettes (ex. sweet smell)
- ☐ Dry, pasty mouth, white around lips
- ☐ Constant use of masking agents (ex. body spray)
- ☐ Slurred or disorganized speech



Specific Concerns

- ☐ Has drug paraphernalia (ex. pipes, bongs, containers, grinders)
- ☐ Talks about problems at home
- ☐ Talks freely about alcohol, drug use, e-cigarettes
- ☐ Talks about out of school activities (ex. parties)
- ☐ Talks about ways to get substances (ex. favors, dealers)
- ☐ Is stealing or selling articles of value
- ☐ Is in groups of students going to the restroom together (especially boys)

Specify additional concerns.

What actions have already been taken? (ex. discussed concerns with student. Contacted parents or guardians, enforced classroom consequences).

Name of school staff member

Date submitted

