



Does Documentation Matter? Pupil Services Documentation

Directions: Imagine if two school social workers had supported the same student and had documented their work as follows. As the Director, who would you rate as the more effective school social worker and why?

Concern - Student is chronically absent in January of their 9th grade year.

School Social Worker A

Presenting Problem

- Student has missed 11% of the school year with 6 unexcused absences and 4 excused absences.

Actions

- I met with the student to discuss concerns on January 16.
- I spoke with mom on January 16.
- I spoke with grade-level teachers on January 17 and 18.
- I reviewed student's academic, behavioral, and social records on January 15.

Needs/Strengths

- Student says she hates school and says she doesn't like most teachers.
- Student does well in math and science classes when she's in class.
- Student does not often complete homework, lower than 50% completion rate in all classes.
- Student doesn't seem to have many friends at school as evidenced by eating alone at lunch, and reading during recess alone.
- Student's mom communicates with school, but not proactively.

Goals

- Increase a sense of school connectedness as reported by student, thereby increasing the overall attendance rate.

Plan

- The Principal, mom, student, and I met on January 19 and put attendance improvement plan in place.(see PLP tab with improvement plan)

Progress:

- Student chose one school club or program, but has not yet attended.
- Ms. Smith engaged student in the 2x10 intervention, met student 9 of 10 attempts.
- Ms. Smith ate lunch with the student 3 times in last month in Ms. Smith's classroom with 3 friends of students.
- Student reports feeling 'somewhat connected to school' and that 'some teachers care if I am here or not'.
- The student had 1 unexcused and 2 excused absences in the last two months.



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School Social Worker B

Presenting Problem

- Student has missed 11% of the school year with 6 unexcused absences and 4 excused absences.

Actions

- Not recorded

Plan

- Not recorded

Goals

- Increase school attendance

Progress

- Student missed one day unexcused in February.