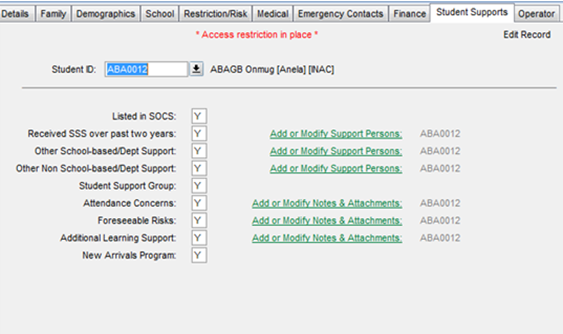
|  |  |
| --- | --- |
|  | CASES21 Student Supports tab Quick Guide |

The new **Student Supports** tab can be accessed via the *Enter or Modify Student Enrolment Details – Daisychain Version [ST11001]* or *Tab Version [ST11001T]*. The fields on this tab are to be checked and updated for all students **before** transferring to their new school. The example below provides a summary of what information would be entered for each field. Refer to Chapter 2 of the [CASES21 Administration User Guide](https://edugate.eduweb.vic.gov.au/Services/bussys/cases21/Pages/C21-User-Guides.aspx?RootFolder=%2FServices%2Fbussys%2Fcases21%2FUser%20Guides%2FAdministration%20User%20Guide&FolderCTID=0x0120004C9E15E0B526674E861484BC0480850D&View=%7B31E75C2F%2DBBFF%2D4EF3%252) for further information regarding the student data transfer process. All information entered via this tab is included on the Current Student Details form.



Is a record for the student listed in the **Student Online Case System** (SOCS)?

Has the student received **Student Support Services** (SSS) in the past two years? If yes, click on the *Add or Modify Support Persons* link.

Has the student received any other **school-based or departmental support** in the past two years (e.g. school nurse, chaplain, welfare officer or welfare coordinator, Koorie Education Support Officer or school-engaged allied health practitioner such as psychologist, counsellor, speech therapist, youth worker)? If yes, click on the *Add or Modify Support Persons* link to enter their details.

Has the student received **external support** (outside of the school) in the past two years (e.g. psychologist, counsellor, social worker, paediatrician, other medical specialists)? If yes, click on the *Add or Modify Support Persons* link to enter their details.

Has a **Student Support Group** been formed for the student?

Are there any concerns regarding the student’s **attendance**, including truancy? If yes, click on the *Add or Modify Notes & Attachments* link to enter details.

Has the student participated in a **New Arrivals Program**?

Is the student receiving **additional learning support** (e.g. English as an Additional Language, English/Maths intervention, gifted and talented)? If yes, click on the *Add or Modify Notes & Attachments* link to enter details.

Are there any **foreseeable risks** of harm to the student, or to others, due to the student’s behaviour, disability, family circumstances or background? If yes, click on the *Add or Modify Notes & Attachments* link to enter details.

For advice in regards to identifying and assessing foreseeable risk please see; [Transferring ‘Foreseeable Risk’ Information Sheet](http://www.education.vic.gov.au/Documents/school/principals/transition/Transferring%20%27foreseeable%20risk%27%20Information.docx)

|  |  |  |
| --- | --- | --- |
| When you click on the Add or Modify Support Persons daisy chain link the following screen appears. The First Name, Surname and Support Role fields are mandatory. |  | When you click on the Add or Modify Notes and Attachments daisy chain link the following screen appears.  The drop down list under *Notes/Attachment Type* will default to the type of issue identified on the first screen. This can be changed if you wish to insert an additional comment or make a recommendation/s.  Documents can be attached to CASES21 via the Attachment field but will not be transferred as part of the Student Data Transfer process. |
|  |  |  |