



**Atlanta Public Schools  
Principal and School Social Worker  
Services Plan  
2018-2019 School Year**

<b>Social Worker:</b> <input style="width:90%;" type="text"/>	<b>School:</b> <input style="width:90%;" type="text"/>	
<b>Assigned Day(s) Social Worker Reports To Your School:</b> <input style="width:95%; height: 25px;" type="text"/>	<b>Phone Number:</b> <input style="width:95%; height: 25px;" type="text"/>	<b>School Social Worker Hours of Work</b> <input style="width:95%; height: 25px;" type="text"/>
<b>Other Assigned Schools:</b> <input style="width:95%; height: 25px;" type="text"/>	<b>My Social Work Buddy Is/Phone Number:</b> <input style="width:95%; height: 25px;" type="text"/>	
<b>Who should I notify if I'm not going to be at my school on my assigned day?</b> <input style="width:95%; height: 25px;" type="text"/>	<b>How would you like to be notified?</b> <input style="width:95%; height: 25px;" type="text"/>	

**Mandatory Responsibilities of School Social Workers**

<input type="checkbox"/> Homeless Education Support	<input type="checkbox"/> Crisis Team Recovery Support	<input type="checkbox"/> Respond to a Suspected Employee Wrong-Doing
<input type="checkbox"/> Chronic Absenteeism/Truancy/Intervention	<input type="checkbox"/> Social History Development	<input type="checkbox"/> Facilitate Child Abuse/Suicide Awareness Training
<input type="checkbox"/> Child Abuse/Neglect/Maltreatment Reporting	<input type="checkbox"/> Resource Procurement	<input type="checkbox"/> Other Social Work Support
<input type="checkbox"/> Mental Health/Suicidal Ideation Coordination of Services	<input type="checkbox"/> SST/IEP Participation	
<input type="checkbox"/> Multi-Disciplinary Team Participation/Updates on DFCS Reports		

**A review of data such as school climate, student data, and our School Improvement Plan, indicates the following possible area(s) for additional support:**

<input type="checkbox"/> _____	<input type="checkbox"/> _____
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**Suggested Support:**

<input type="checkbox"/> _____
<input type="checkbox"/> _____

**To keep the school fully informed, I've listed duties that may take me out of the building on my assigned day:**

- |   |
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| <ul style="list-style-type: none"> <li>• Conducting a Workshop/Training (including the annual Child Abuse/Neglect, Suicide Training)</li> <li>• Participating as Part of the District Crisis Team</li> <li>• Responding to a Suicidal Ideation or Suspected Child Abuse Case</li> <li>• Responding to a Suspected Employee Wrong-Doing</li> <li>• Participating on the Multi-Disciplinary Team to Provide Updates on Student Progress for Cases Referred to DFCS</li> <li>• Organizing/Gathering Resources from Assistance League of Atlanta/Holiday Helpers/Shoes That Fit/APS Homeless Education</li> <li>• In Court on a Truancy Related Case</li> <li>• Making a Home Visit/Agency Visit</li> <li>• Time sensitive unexpected requests from another assigned school</li> <li>• Community Outreach</li> <li>• Attending a Cluster Meeting</li> <li>• Attending a District-Level/State-Level Meeting/Workshop/Other Professional Development</li> </ul> |
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**Note: Due to safety and liability risks, social workers do not transport students. If there are concerns with a child who misses the bus/walks to school late, please call the Truancy Center at 404-802-3541/3648 to arrange transportation with the APD Truancy Unit.**

\_\_\_\_\_  
School Social Worker (Signature and Date)

\_\_\_\_\_  
Principal/School Leader (Signature and Date)

Questions may be directed to the Social Work Services Coordinator (404) 802-2247

Original – School Social Worker

Copy: School Principal and Social Work Services Coordinator