



THE STUDENT STUDY TEAM PROCESS

When you, your child's teacher, principal or other school staff has a concern about your child's academic progress, the Student Study Team (SST) is usually the first formal meeting to address these concerns. Before a referral can be made to assess your child, the SST must meet. Even if you submit a request in writing for an assessment, the SST will be held, as it is the school's responsibility to exhaust all resources in the general education program before making such a referral. Below are FAQs about the process:

- 1. What exactly is an SST?** An SST; Part 1 indicates that this is the first time the team has met to discuss concerns around your child's lack of progress. During Part 1, your child's strengths and challenges will be discussed. The team will determine the most appropriate interventions to try for a specified amount of time. The SST; Part 2 is a follow up meeting, typically held 3 to 6 weeks after the first meeting, to determine the success of the interventions. If all is well and your child is making adequate progress, the team may decide no further meetings are needed. If progress is questionable, you can expect an SST Part 3 will be scheduled.
- 2. Should I be Concerned?** It would be unusual for you to be surprised by the Notice of the SST Meeting. Typically, your child's teacher would have expressed their concerns in either a Parent-Teacher Conference, or in an e-mail or telephone contact. An SST is a positive, pro-active forum in which you will not only hear the teacher's concerns, but what can be done to intervene on your child's behalf. This is the perfect opportunity for you to express your concerns and to ask the team any questions about your child's school performance.
- 3. Who will attend the SST?** If possible, both parents or caretakers should attend. This is not a meeting that your child should attend. The teacher will be

at the meeting and, often an administrator with other staff members who can help with the problem-solving process. These are all people with firsthand knowledge of your child.

4. **What should I expect to happen at the meeting?** On the following page is the typical note-taking guide for an SST. The SST will begin with a discussion of your child's strengths, and the particular challenges of concern. Your child's teacher will share what they know about your child, and any interventions they have already tried. Concerns will be prioritized, questions that the team has may be recorded for further research, the team will brainstorm new interventions to try, and will then assign roles and responsibilities in an Action Plan. For example, the teacher may agree to double check that your child has written down all homework assignments properly before leaving for the day, while you agree to assist or supervise to assure the homework is completed in a timely manner.

So, if you have been asked to attend an SST meeting, remember it simply means the teacher has noticed your child struggling with a particular concern. You and your child's teacher have the same desired outcome- to see your child succeed. This meeting is an excellent opportunity to create a proactive plan with a positive communication link between you and the school. You can attend the meeting with the reassurance that the school wants to help. Be willing to listen to their ideas and be sure to communicate your own concerns. Working together, clear answers and help for your student will be right around the corner!