

## **Constructive Alternative to Teen Suspension Program (CATS)**

### **SCHOOL INFORMATION SHEET**

#### ***Program Description***

##### **Overview**

For a twelfth year Richmond Addiction Services Society (RASS) is back to offer the *Constructive Alternative to the Teen Suspension program (CATS)* in the Richmond School District, as well as continuing to offer our outpatient and outreach alcohol and drug counselling to your students and their respective families.

The Youth and Family Program team of Administrative Assistant - **Jenny Tse**, RASS Counsellors - **Clarence Chan, Sonia Randhawa, Stasa Pasic**; our Recovery Coach, **Cordi Warbrick**, our Clinical Supervisor, **Fiona Jeyachandran** and Executive Director, **Richard Dubras**, will continue to provide your administrative teams, counsellors and teachers with the clinical expertise that you have come to expect.

This referral package will outline the CATS program. We hope to create a strong relationship with your school this year and help reduce your workload. Feel free to contact us with any questions you may have, or should you wish to make a referral to either our outpatient, or outreach counselling or the CATS program respectively.

The *Constructive Alternative to Teen Suspension (CATS)* offers a structured psycho-educational program consisting of a mandatory three day commitment for students who have either violated the drug and alcohol policy in the Richmond School District or are in need of specific education regarding drug and alcohol issues. The CATS program is facilitated by the Youth and Family Program at Anderson Road (see address below) and begins at 8:30 am and finishes each day at 12 noon. **This year the program is open Mondays through Fridays commencing September 3, 2019.**

We will continue to run the program in an open-closed format which will foster more positive group dynamic and allow for more thorough follow up with each counsellor facilitating that particular week. However, this does not eliminate receiving referrals daily for an immediate consultation and counselling session which will be facilitated by the Intake Counsellor on duty daily from 3 pm to 4 pm. The aim of these latest changes is to reduce wait time for referrals.

*"Excellence in Addiction Prevention - Education, Engagement, Treatment"*

We accept referrals from School Administrators any day whenever the school administration, in collaboration with the school's counselling department, assesses it necessary to make a referral to the CATS program. The CATS program can be utilized for non-suspension related situations based on availability and assessed utility of attending such a program.

For example, when a student has been found to have violated the school drug and alcohol policy, the School Administration will complete the referral forms and will fax the completed forms to RASS as soon as possible. Email confirmation from RASS must be received before acceptance is determined. The latest this can happen is by 3:00 pm on the day prior to attending the CATS program. Once acceptance is confirmed the student is told how to get to Richmond Addiction Services (map is attached).

A Parent Package is to be sent home either via Canada Post or emailed (electronic copies are available from RASS). This student will then be expected to attend each day for a total of three days including the assessed follow up sessions (either one hour or three hours of individual counselling), thus completing the necessary requirements of the program. A brief program summary will be sent via fax or email to the School Administration from RASS communicating attendance and the completion of the day program and as well as the requirements for follow-up. Similar to last year, we are sending a final summary to communicate the student has completed the follow up process and what your further recommendations are. This is a crucial step in completing the feedback loop of information to both the School Administration and the Counselling Department.

Please note that if the student is sick and has cold symptoms, we ask that the student do not come into the CATS program similar to the school policy and make up sessions or an alternative arrangement can be made with RASS staff and the student.

## **Program**

1. Psycho-education groups - three consecutive days, 8:30 am – 12:00 pm Mondays through Fridays.
2. Mandatory 1:1 follow-up sessions either through outreach at the school site or at our RASS **Anderson Road** location.
3. Recommended individual Parent Session with a youth and family counsellor.
4. Process of Referral:

Step 1: Student offends school Alcohol and Drug Policy

*"Excellence in Addiction Prevention - Education, Engagement, Treatment"*

- Step 2: School calls parents
- Step 3: School faxes CATS program 604-270-9245
- Step 4: Referral is processed by RASS staff
- Step 5: RASS staff emails confirmation of acceptance into the program
- Step 5: School mails Parent Package information detailing commitment
- Step 6: Student attends CATS day program on the next available day or a suitable alternative arrangement

***RASS-CATS Policies and Procedures:***

1. Start date: **September 3<sup>rd</sup>, 2019**
2. Location: **#105-8080 Anderson Road, Richmond, BC.**
3. Referral sources: schools only. CATS will not accept referrals from any other source.
4. Repeat infractions refer directly to Richmond Addiction Services Society—Youth & Family Program (604-270-9220).
5. Parents: may obtain information on their child’s progress through the school only. The Parent Package includes an invitation to an individual session with a youth and family counsellor. It is recommended that all parents attend.
6. Summary report: will be faxed or emailed notifying the school of the youth’s attendance, participation, and the number of recommended follow-up sessions
7. Missed sessions: It is recommended that if a youth has missed a session the student is required to make up that session. The school will be notified of this situation by RASS staff and together with Administrator will arrange a make up date.
8. Follow-up sessions: will be determined by RASS staff as all students will undergo an assessment in the program. Number of sessions for follow-up will be determined according to this assessment. Follow-up can range from one session to three sessions. Students will be offered the option to carry on with counselling or treatment. Counsellors will arrange first follow up session with the referring administrator and then for all other follow up sessions the student will be involved and therefore responsible for attending the next follow up sessions. School Administrators will be contacted with a reminder call or email from RASS-Youth and Family office administrator to notify of the counselling session occurrence.
9. Repeat Offenders: will be referred to individual counselling at RASS at the Anderson location or outreach counselling organized with the student at a public location.

*"Excellence in Addiction Prevention - Education, Engagement, Treatment"*

## ***Evaluation***

### **Student Evaluation**

Every client will complete a questionnaire upon completion of the CATS program. They will also complete a follow up questionnaire after their completion of the program.

### **District Evaluation**

Online questionnaires will be distributed to the school district by the middle of June of 2020.

*"Excellence in Addiction Prevention - Education, Engagement, Treatment"*