



Portland Public Schools  
INSIGHT CLASS REFERRAL

Student \_\_\_\_\_ Date \_\_\_\_\_

Student ID# \_\_\_\_\_ School \_\_\_\_\_ Grade \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_ Phone \_\_\_\_\_

Referring Staff \_\_\_\_\_ Staff Phone \_\_\_\_\_

**Type of Referral:**

Disciplinary (Level A violation)  Voluntary

Other Disciplinary Type: \_\_\_\_\_

Insight Class is scheduled on Wednesday evenings (7 to 8:30 p.m.) when school is in session and once-a-month on Saturday (9:00 a.m. to 3:30 p.m.). Attendance requirement is 4 consecutive Wednesday evening sessions **OR** one 6-hour Saturday session. Once a family has started the Wednesday sessions they can not switch to the Saturday class. Please give family a copy of the Insight Class brochure which includes dates, time, etc.

Date(s) of session(s) student and parents/guardians will attend: \_\_\_\_\_

Please check, if yes: ESL student  Other Needs

Please indicate interpreter arrangements school staff have made \_\_\_\_\_

Please describe other special needs \_\_\_\_\_

*For Student Services Use Only:*

**INSIGHT CLASS ATTENDANCE**

Wednesday Class			
	Date	Parent	Student
A	_____	_____	_____
B	_____	_____	_____
C	_____	_____	_____
D	_____	_____	_____

Saturday Class		
Date	Parent	Student
_____	_____	_____

Program Completed:  yes  no

Comments: \_\_\_\_\_