



Long Valley Charter School

A Non-Profit Public Benefit Corporation

Mental & Behavioral Health Referral Policy

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| Approved by: LVCS Board of Directors | Adopted: 1/21/26 | Policy #: 6023 |
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Long Valley Charter Schools (LVCS) is a nonprofit public benefit corporation that operates two individual charter schools: Long Valley School and Thompson Peak Charter School. This policy applies equally to both schools, collectively referred to as the “Charter School.”

Long Valley Charter Schools is committed to the optimal development of every student. The Charter School recognizes that students’ mental, emotional, and behavioral health is essential to academic success, school engagement, and overall well-being. This policy establishes clear procedures for identifying, referring, and supporting students who may be experiencing behavioral or mental health concerns.

Parent/Guardian Involvement

LVCS encourages parent and guardian involvement in the establishment, implementation, and review of this policy. Families are recognized as essential partners in supporting student well-being. The policy will be made publicly available, and feedback will be invited. The Executive Director/Superintendent is responsible for facilitating implementation and compliance with this policy.

Policy Implementation, Monitoring, Accountability, and Community Engagement

LVCS will implement this policy consistently across all programs and sites. Documentation demonstrating compliance will be maintained in the Charter School’s main office and will include the written policy, evidence of public posting, staff training records, and review of documentation.

This policy will be reviewed and updated at least once every three (3) years or as required by changes in law or Charter School priorities.

Identification of Student Behavioral or Mental Health Concerns

A student may be identified for referral when concerns arise that may impact learning, attendance, or overall functioning. Indicators may include, but are not limited to:

- Observable changes in behavior, mood, or emotional regulation
- Academic decline related to emotional or behavioral challenges
- Attendance concerns linked to emotional distress
- Reports from school staff, parents/guardians, or the student
- Social withdrawal, anxiety, depression, or exposure to trauma or significant stressors

The Charter School remains attentive to students who may be at increased risk, including but not limited to:

- Students with disabilities or mental health concerns
- Students in foster care or experiencing homelessness
- Students experiencing grief, trauma, or significant loss

- Students identifying as LGBTQ+
- Students for whom there is concern related to substance use, including opioid or alcohol misuse
- Other student populations identified through local data or needs assessments

Mental & Behavioral Health Referral Procedures

When a behavioral or mental health concern is identified, the following referral steps will be followed:

1. Initiation of Referral: Any Charter School staff member who has a concern regarding a student's mental or behavioral health may initiate a referral using the school's established referral form.
2. Preliminary Review: The referral will be reviewed by the site administrator to determine the level of concern and appropriate next steps.
3. Parent/Guardian Notification: Parents or guardians will be notified and involved in the referral process, and written consent will be obtained when required by law, except in circumstances involving immediate safety concerns or as otherwise permitted by law.
4. Determination of Supports: Based on the review, the student may be referred to one or more of the following:
 - School-based counseling or wellness services
 - Student Study Team (SST), MTSS, or other intervention processes
 - Community-based mental health providers
 - Emergency or crisis services when necessary
5. Follow-Up and Monitoring: The Charter School will monitor referrals to ensure the student is connected to appropriate support, and that follow-up occurs as needed to support continued student progress.

Staff Roles and Scope of Practice

Charter School staff act within the scope of their professional credentials, licenses, and training. Staff members do not diagnose or provide mental health treatment unless appropriately licensed to do so.

Training

Long Valley Charter Schools will provide youth behavioral health training, as appropriate, to certificated and classified staff who have direct contact with pupils in grades 7 through 12.

Training may include, but is not limited to:

- Recognizing signs and symptoms of youth behavioral health concerns, including trauma-related stress responses
- Understanding protective factors that support student resilience and well-being
- Identifying appropriate school-site and community behavioral health resources
- When and how to refer pupils and families for behavioral health evaluation or services
- Maintaining student privacy and confidentiality in accordance with state and federal law

Training is provided in a manner consistent with applicable law and does not authorize staff to diagnose or treat behavioral health disorders unless appropriately licensed to do so.

Confidentiality and Student Records

All mental health referrals and related information are handled in compliance with FERPA, applicable state confidentiality laws, and Charter School policies regarding student records. Information will be shared only with individuals who have a legitimate educational interest. Nothing in this policy limits a minor's rights under California law to consent to certain mental or behavioral health services without parental or guardian consent when permitted by law.