

# School + Provider One-Page Sheets

Simple one-page sheets for communicating with teachers, counselors, pediatricians, and support providers without dumping private case files.

## Use this first

Best for short, child-centered updates and appointment preparation. Keep copies private and share only what a provider needs to support the child.

## Safety and privacy boundary

Public education only. Not legal advice, therapy, diagnosis, or emergency service. Use 911 for immediate danger and 988 for crisis support. Do not send FOCaF child names, private allegations, medical records, sealed records, or confidential family materials. These sheets are for your own private records.

Support-first order: safety, child stability, counseling/support, school/provider coordination, calm communication, own-records organization, and official/legal doors only when needed.

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# Teacher update sheet

Use this to support school stability. Keep adult conflict and confidential records out of routine teacher messages.

**Student private label or initials**

**What may affect the school day this week?**

**Routine, transportation, homework, or attendance concern**

**What support would help?**

**Keep it narrow**  
Share the support need, not the whole adult dispute.

# Counselor question sheet

Use this for school counselor, child counselor, or support worker conversations. This is not therapy or diagnosis guidance.

- What signs should adults watch for at school?
- How should we support transitions and routines?
- What should adults avoid saying around the child?
- What is private for the child?
- What should trigger crisis or safety help?

**Questions I want to ask**

**Follow-up steps**

# Pediatrician appointment prep

Use this to prepare for a health appointment without turning the appointment into a legal or adult-conflict meeting.

## Bring or know

- Medication list handled by adult
- Sleep, appetite, school, or stress concerns
- Recent appointments or referrals
- Insurance or transportation barriers

## Ask

- What should we monitor?
- What is urgent?
- What supports or referrals may help?
- What should school know, if anything?

## Main appointment concern

## Provider instructions or follow-up

# Attendance and routine tracker

Track patterns for your own records or for a qualified helper. Do not send this to FOCaF.

Date	School/routine note	Adult follow-up

**Use safely**

Track neutral facts like dates, attendance, homework, sleep routine, transportation, and follow-up needs. Avoid labels and accusations in shared copies.

# Support-contact card

Keep support information in one private place. Use safe labels instead of full names where possible.

**School contact**

**Counselor/provider contact**

**Transportation or childcare backup**

**Crisis/safety contact**

**Legal aid/court self-help contact if needed**

**Emergency boundary**

Call 911 for immediate danger. Call or text 988 for crisis support. Use 211 Maine for local resource routing.