

ISABELLA DILWORTH LODGE REFERRAL PROCESS

Students, staff and parents are all able to make a referral for a student to temporarily reside at Isabella Dilworth Lodge if they believe the student is feeling emotionally challenged and could benefit from additional wraparound care and support.

MAKING A REFERRAL

Staff and Students: Complete online form found on the Dilworth Splash Page

Parents: Complete this [online form](#).

ASSESSMENT PROCESS

On receiving a referral, the Director of Student Services will consult with key staff to consider the student's stay at Isabella Dilworth Lodge. Staff may include House Leader, Director of Boarding, year level dean and others who will be able to provide information to support the student's stay at IDL.

CONSENT PROCESS

Parents/caregivers of the student will be contacted regarding the assessment.

Verbal or written consent will be requested for the student to be moved to Isabella Dilworth Lodge.

Parents/caregivers will also be given the contact number for the House Parents.

Policies and procedures relevant to Isabella Dilworth Lodge will also be provided.

A similar process is followed for the student's consent.

COMMUNICATION PROCESS

Communications are sent out to relevant boarding and pastoral care staff to explain the absence of the student in the boarding house.

HANDOVER WITH HOUSE PARENTS

Senior Campus Student – the student may walk to Isabella Dilworth Lodge from 5:30p.m. If suitable, two friends may walk with him to drop him off.

Junior Campus Student – the student will be collected by the House Parent at 4:30p.m.

Prior to students arriving at Isabella Dilworth Lodge, the House Parents will have been included in all communication and will be aware of the student's arrival.