



Trauma-Informed Approach Policy Checklist

Does our board policy or procedure on trauma-informed approach address:

- Definitions of “trauma” and “trauma-informed approach” in accordance with PA School Code.
- Designation of an individual (or team) to oversee the school entity’s trauma-informed approach plan (for example, the Superintendent, Executive Director, School Safety & Security Coordinator, Director of Student Services, Instructional Support Team, etc.).
- Direction to applicable staff to seek out and apply for available grant funding related to trauma-informed approach.
- Training requirements for:
 - Board members/Trustees.
 - All staff and designated staff requiring additional training on student supports.
 - School security personnel (including SROs and contracted personnel).
 - Volunteers, parents/families, community members who are interested.
- Screening initiatives, including how results and referrals will be handled.
- Services to be provided by the school entity or coordinated with the school, family and county-based services, community organizations, public health entities, nonprofit service providers, before- or after-school care providers or other community groups.
- Integration of trauma-informed approach with other school-wide frameworks such as multi-tiered systems of support (MTSS) or positive behavioral interventions and support (PBIS).
- Coordination between appropriate school staff members and teams, and recordkeeping considerations.
- Parental notification, communication and consent when necessary.
- Development of partnerships or a Memorandum of Understanding with outside community providers.
- Age-appropriate instruction for students on trauma-informed topics and social-emotional learning as part of the school entity’s approved curriculum.

- Staff wellness and supports, including addressing the impact of trauma and secondary trauma on school employees.
- Data collection and review in order to assess trauma-informed approach plans and initiatives.

Other Policies and Procedures to Review and Update for Trauma-Informed Approach Practices:

- Student attendance policy and practices – focus on school attendance improvement.
- Student Code of Conduct and student disciplinary policies and procedures – incorporation of restorative practices.
- Curriculum and planned instruction – incorporation of age-appropriate instruction and social-emotional learning.
- Student services policies, plan and programs.
- Maintaining appropriate adult/student boundaries and supportive relationships between adults and students in the school community.
- School safety and security policies and procedures, and positive relationships with local law enforcement.
- Threat assessment policy and practices.
- Review of annual budget and fiscal resources to support training and programs.
- Facilities planning to address environments that are attentive to the needs of students and staff.

Contact your school administration, school solicitor, policy provider or [PSBA's Policy Services](#) to develop policy and procedures for your school entity.