

## Overview and Instructions for Student Needs Questionnaire

Purpose: The purpose of this questionnaire is to help identify the needs of the GRADS student and their child(ren) in a variety of areas from basic needs to physical health. These forms will not be submitted to GRADS; however, GRADS sites will be asked to report how many completed forms were received from students.

Who/how/when: Please administer this questionnaire to your GRADS students during the month of February 2012 and within the first 30 days of enrollment there after. The questionnaire should only take about 10 minutes for the student to complete. It will be helpful if you go over the instructions, located on the form, with students before they complete the form. Students will check “yes” or “no” for each response and may skip any questions they are uncomfortable answering. Let the student know that you will follow-up with them to discuss their needs and needed resources and/or services.

Once the student has completed the questionnaire, please score the Student Needs Questionnaire the same day it is administered using the *teacher guide* that accompanied the questionnaire. Score each student questionnaire by identifying any shaded responses or bold questions with shaded responses. Determine the priority level for each areas and how soon it needs to be addressed using the criteria below.

- No shaded responses= No current issues.
- One or more shaded responses: Recommendation is to meet with student within 1-2 weeks to address need(s).
- One or more bold questions with shaded responses=high priority. Recommendation is to meet with student within 24-48 hours to address needs(s).