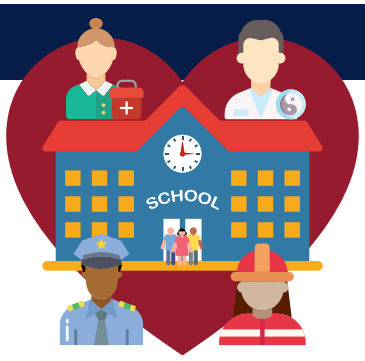
IES Institute of Education Sciences
Regional Educational Laboratory Appalachia at SRI International

Using Data to Monitor and Improve *Handle With Care* in Schools



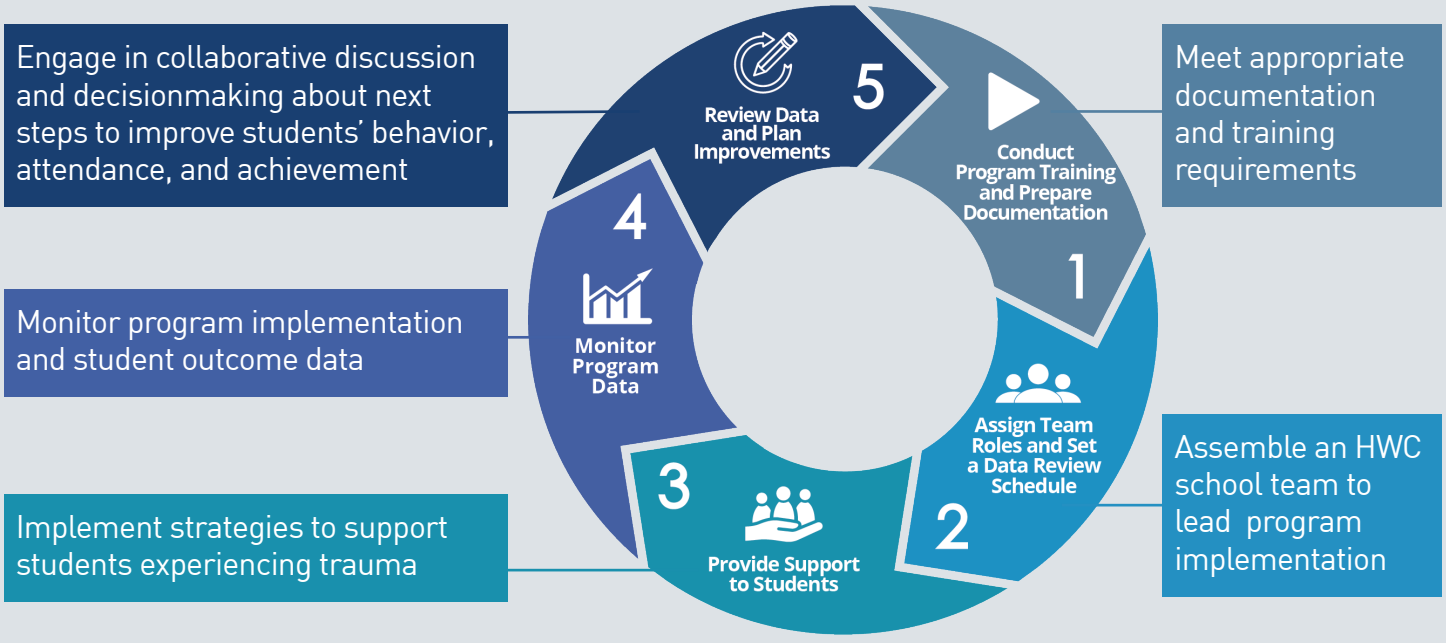
Handle With Care

The Handle With Care (HWC) program fosters collaboration among schools, first responder organizations, and mental health service providers. First responders alert school staff whenever a student is present at the scene of an incident so they can provide trauma-sensitive support.[1]

Using Data to Strengthen Student Support

By using data to monitor HWC implementation and associated student outcomes, school staff can maximize the benefits of the HWC program for students experiencing trauma and help them stay on track for school success.

School staff implement HWC using a 5-step process to:

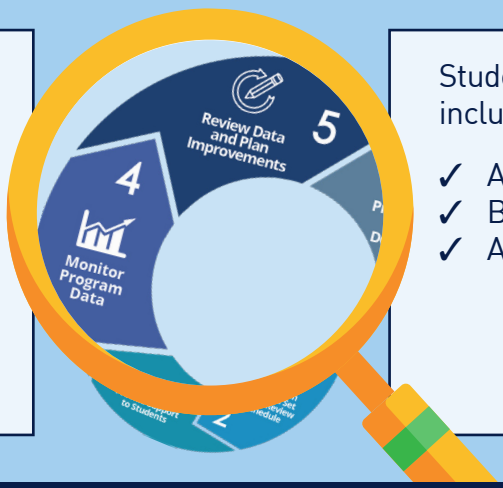


[1] This information is adapted from the Handle With Care website, where more information is available: http://www.handlewithcarewv.org/handle-with-care.php

HWC School Teams Use Two Types of Data

Implementation data, including:

- ✓ The number of HWC notices received
- ✓ The number of students identified for HWC support
- ✓ The number of students identified for HWC support referred to school counselors and/or external mental health providers

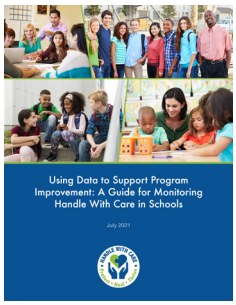


Student outcome data, including:

- ✓ Attendance
- ✓ Behavior
- ✓ Achievement

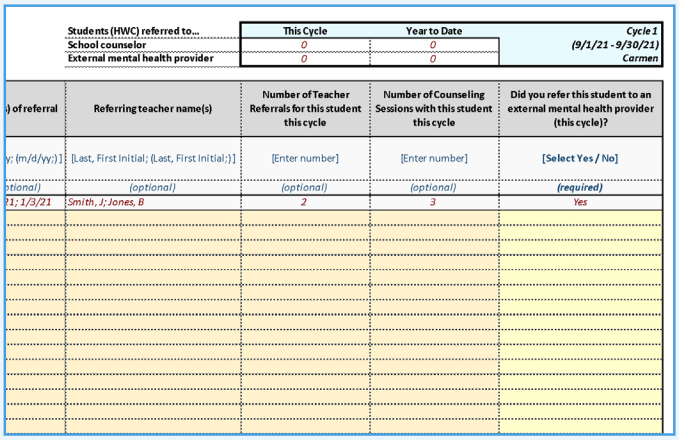
Tools to Facilitate Data Use

Tools make the data monitoring process easier! The West Virginia Center for Children's Justice (WVCCJ) collaborated with the Regional Educational Laboratory (REL) Appalachia and the West Virginia Department of Education (WVDE) to develop materials to support data use for continuous improvement.



Using Data to Support Program Improvement: A Guide for Monitoring Handle With Care in Schools includes information on implementing the HWC program, protocols to facilitate meaningful sharing and review of HWC data to inform program improvements, and detailed instructions on how to use newly available Excel workbooks.

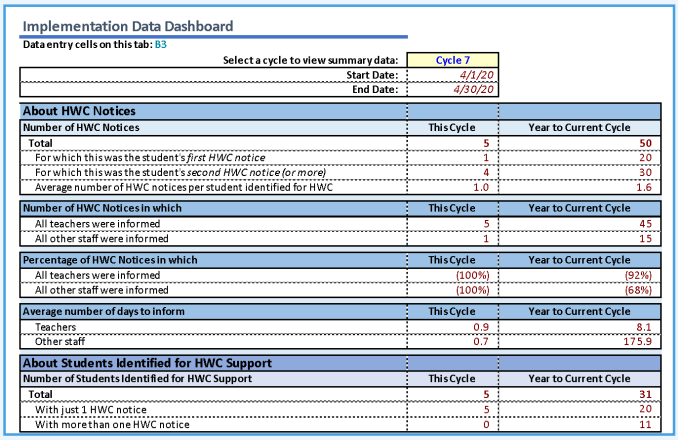
HWC Excel workbooks help school staff capture the necessary data and summarize it in easy-to-read dashboards.



Students (HWC) referred to...	This Cycle	Year to Date	Cycle 1 (9/1/21 - 9/30/21) Carmen
School counselor	0	0	
External mental health provider	0	0	

) of referral	Referring teacher name(s)	Number of Teacher Referrals for this student this cycle	Number of Counseling Sessions with this student this cycle	Did you refer this student to an external mental health provider (this cycle)?
y: (m/d/yy;)]	[Last, First Initial; (Last, First Initial;)]	[Enter number]	[Enter number]	[Select Yes / No]
otional)	(optional)	(optional)	(optional)	(required)
21; 1/3/21	Smith, J; Jones, B	2	3	Yes

HWC School Counselor Workbook
helps school counselors document information about students identified for HWC support and students referred to external mental health service providers.



Implementation Data Dashboard

Data entry cells on this tab: B3

Select a cycle to view summary data: Cycle 7

Start Date: 4/1/20
End Date: 4/30/20

About HWC Notices		
Number of HWC Notices	This Cycle	Year to Current Cycle
Total	5	50
For which this was the student's *first HWC notice*	1	20
For which this was the student's *second HWC notice (or more)*	4	30
Average number of HWC notices per student identified for HWC	1.0	1.6
Number of HWC Notices in which	**This Cycle**	**Year to Current Cycle**
All teachers were informed	5	45
All other staff were informed	1	15
Percentage of HWC Notices in which	**This Cycle**	**Year to Current Cycle**
All teachers were informed	(100%)	(92%)
All other staff were informed	(100%)	(68%)
Average number of days to inform	**This Cycle**	**Year to Current Cycle**
Teachers	0.9	8.1
Other staff	0.7	175.9
About Students Identified for HWC Support		
Number of Students Identified for HWC Support	**This Cycle**	**Year to Current Cycle**
Total	5	31
With just 1 HWC notice	5	20
With more than one HWC notice	0	11

HWC Data Lead Workbook
helps the HWC school team document and monitor overall program implementation and student outcome data.

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