

Catholic Social Services, 3629 Church Street, Covington, KY 41015 (859) 581-8974

Greetings Parents & Guardians,

I am writing you today to inform of a collaborative effort between Newport Central Catholic High School and Catholic Social Services to provide an array of Mental Health and Substance Abuse services to your youth. This is all being done in an effort to help students impacted by many issues. These services focus on the individual student, as well and the family wellness.

I am also writing to provide additional information about our policies and procedures. I will request written permission to see your child. I also wish to offer you an open and direct invitation to utilize the services provided in the collaboration between Catholic Social Services and Newport Central Catholic High School.

When I receive a permission slip and consent form, also provided on the back of this form, I will call you to get further information on your child. It may take up to 2 visits to complete an evaluation. During this time I may call you to share and significant findings or to obtain further information. At the conclusion of an evaluation, I will call you with my recommendations and to discuss any further issues or concerns you or I may have.

I am really looking forward to working with the Newport Central Catholic High School Faculty to promote the most supportive environment possible for you child(ren) emotional health. For this purpose, I will be consulting with faculty and staff, as it relates to you child's school performance and behavior. School personnel will be informed of both you and your child's right to confidentiality. I will continually stress the importance of keeping information strictly confidential.

I hope this information has been helpful and welcome any ideas, questions or concerns that you may have. I am happy to talk with you in person or via the telephone. You may contact me through the school counselor's office at or school. Please sign the permission slip on the back of this form and return it to the school counselor's office.

I look forward to a healthy and prosperous year at Newport Central Catholic High School for you and your student.

Sincerely

Date: _____

Amy R Pittman, LISW, CCDCI
Catholic Social Services Counselor