

# RED RIBBON CERTIFIED SCHOOL APPLICATION



## APPLICATION PROCESS

This application assesses the extent to which a school is involved in the prevention of substance use (alcohol, tobacco and other drugs) among youth. Because a parent-teacher partnership with open communication is essential to a child's learning and healthy development, with both parents and educators responsible, the application and supporting web site becomes a primary prevention delivery system in schools to effectively engage parents.

A simple application addresses school practices across seven areas. Chief among the indicators is the extent to which parents are fully engaged as partners with the school in the education and healthy development of their children. To each statement, applicants respond "yes", "no" or "N/A". Following the yes or N/A response, applicants are asked to provide more detail. This sharing of effective best practices is part of the validation process, and a method to collect and build the web-based library of best practices. Information collected will be used in marketing and in statewide and local celebration of achievement. Not only will best practices begin to emerge, the unsung voices that "make prevention a priority" will be recognized.

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### **APPLICATION FOR RED RIBBON SCHOOL CERTIFICATION WHAT ARE WE LOOKING FOR?**

Schools that model prevention excellence. To be demonstrated by the following:

- 1.)** Healthy school environments that include commitment from leadership (principals, district school superintendent, school board, teachers and all school personnel), continuous in-service training for all school personnel on prevention principles and open and frequent communication.
- 2.)** Work guided by best practices and what works / Opportunities for all youth.
- 3.)** Parents as partners to improve academic achievement and reduce high risk behaviors of youth.
- 4.)** Year-round Red Ribbon events to communicate norms and expectations, and the relationship of achievement to resilience.

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The application is to be completed by the application team to include the Principal, a parent, a student, a teacher and a lead person, and returned to Dr. Mae Waters of Florida State University on completion.

Please call or email questions to: Dr. Mae Waters  
The Florida Center for Prevention Research Florida State University  
3200 Commonwealth Boulevard  
Tallahassee, FL 32303  
Fax: (850) 644-4701 | phone: (850) 645-1456 | email: [info@RedRibbonSchools.org](mailto:info@RedRibbonSchools.org)

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## ON-LINE APPLICATION

**SCHOOL NAME:** *please enter your text here*

**Phone 1:** *please enter your text here*

**ADDRESS:** *please enter your text here*

**Phone 2:** *please enter your text here*

**CITY/STATE/ZIP:** *please enter your text here*

**APPLICATION TEAM LEAD:** *please enter your text here*

**CONTACT EMAIL 1:** *please enter your text here*

**CONTACT EMAIL2:** *please enter your text here*

**PERSONS COMPLETING THE APPLICATION:** *please enter your text here*

**On completion, the application must be signed by the Principal, a parent, a student, a teacher and a lead applicant (likely the Safe and Drug Free Schools Coordinator).**

### CORE MEASURES OF A CERTIFIED RED RIBBON SCHOOL

- Please respond to statements in the following four sections with a simple yes or no. For all “**YES**” responses, please provide a description, practices or policies that show support for an affirmative response.

*Note: A negative response indicates need for improvement.*

- Some statements in each section may be applicable to elementary, but not to middle or high school. In these instances, select the “N/A” response and comment on why you did so.
- A total of 80 Points is needed to become Red Ribbon Certified.
- Application Scoring:
  - a. Section I, II and IV are worth 20 Points per section towards certification.
  - b. Section III is worth 30 Points towards certification.
  - c. 10 Points are awarded for the completeness of the application packet.

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## SECTION I. School Environment

Please respond to statements in the following four sections with a simple yes, no or N/A. For all "YES" or "N/A" responses, please provide a description, practices or policies that show support for an affirmative response. Be sure to be as specific as possible to ensure the reader has a clear understanding of what your school does. . Please attach any exemplary models, best practices or relevant and supporting documents, along with your completed survey, in an email to [info@RedRibbonSchools.org](mailto:info@RedRibbonSchools.org).

**Tip:** A negative or N/A response may also require support for the response and can help the reader understand the reasoning for your answer. Please be sure to list examples to make your answers more complete.

**1a. The School has a highly visible and effective ATOD policy that involves school staff, parents, and teachers that is evident throughout the entire campus.**

Yes  No  N/A

Narrative: Please enter your narrative here to support any "YES" responses.

**1b. The School has the necessary resources to provide students and parents assistance regarding prevention and intervention efforts.**

Yes  No  N/A

Narrative: Please enter your narrative here to support any "YES" responses.

**1c. The School takes the necessary actions to ensure that a safety environment exists on campus.**

Yes  No  N/A

Narrative: Please enter your narrative here to support any "YES" responses.

**1d. The School Board stresses ATOD non-use and other prevention efforts.**

Yes  No  N/A

Narrative: Please enter your narrative here to support any "YES" responses.

**1e. The School Principal advocates on behalf of student achievement through healthy development.**

Yes  No  N/A

Narrative: Please enter your narrative here to support any "YES" responses.

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**1f. The School Principal ensures that teachers receive training in prevention, and are fully aware of the risk factors common to truancy, drop out, teen pregnancy, violence, substance abuse, and school failure.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**1g. We have a person dedicated to the coordination of in-service training.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**1h. In our school we have a person assigned to develop and organize Red Ribbon events throughout the year, with a special emphasis during Red Ribbon Month.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**1i. Our school has a Code of Conduct (Student Handbook) that is signed by students and parents at the beginning of the school term. Such contracts are a way to establish communication, and to state clear norms, expectations, and consequences.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**1j. We have a web site that provides parents helpful tips and links in addressing risk behaviors in youth.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**1k. We have a Crisis Communications Plan designed to help students, parents and the community in the event of a tragic accident, overdose or suicide.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses and provide details.*

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**1l. Our School provides parents with key contact information multiple times and frequently..**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**1m. Members of the entire school community, including teachers, school staff and support personnel, receive training on their role as mentors and coaches in guiding the healthy development of youth.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**1n. Teacher orientation includes a thorough review of prevention information and related data sources (FYSAS, ATOD use, Truancy, Teen Pregnancy, etc...).**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**1o. Our school administers its own survey to measure student beliefs around substance use.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

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## SECTION II. Use of Evidence-Based Prevention Programs and Best

### Practices, what works – Empowered Youth – Mentoring – Reading

Please respond to the following statements with a yes, no or N/A. A section for your comments follows each statement where you, the applicant, must provide a complete description and qualify the response. Please attach any exemplary models, best practices or relevant and supporting documents, along with your completed survey, in an email to [info@RedRibbonSchools.org](mailto:info@RedRibbonSchools.org)

**2a. Evidence-based alcohol, tobacco and other drug prevention programs are used in our school? Name the models and grades targeted.**

Yes  No  N/A

Narrative: Please enter your narrative here to support any "YES" responses.

**2b. Students are involved in key leadership roles and decision making.**

Yes  No  N/A

Narrative: Please enter your narrative here to support any "YES" responses.

**2c. Students feel part of the solution to youth substance use, violence, truancy, drop-out, teen pregnancy, academic failure.**

Yes  No  N/A

Narrative: Please enter your narrative here to support any "YES" responses.

**2d. Students have the resources and opportunity needed to be social change agents.**

Yes  No  N/A

Narrative: Please enter your narrative here to support any "YES" responses.

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**2e. Student groups and club activities have among their priorities prevention of youth substance use, school failure, violence, truancy, drop-out, and teen pregnancy.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**2f. Students are taught conflict resolution skills, refusal skills, respect for diversity, and discerning media messaging.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**2g. A mentoring program is active throughout the school year which also addresses substance abuse and prevention.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**2h. We assign mentors to new teachers to help them understand and respond to the needs of at-risk students, and to understand the importance of engaging parents in the academic achievement and healthy development of every student.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**2i. Our school has an orientation program throughout the year for incoming students.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**2j. Our school has an orientation program for new students.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**2k. Our School has a viable and informed Reading program.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*





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**2l. Our school has a relationship with local media (newspaper, radio, television) to advocate for school success and prevention efforts.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**2m. Local business is an active partner in our school's success.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**2n. The local drug-free coalition plays an active role in our school.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*

**2o. Our school is represented at meetings of the local substance abuse coalition, to include teacher and student representation.**

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*





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## SECTION III. PARENT INVOLVEMENT

Please respond to the following statements with a yes, no or N/A. A section for your comments follows each statement where you, the applicant, must provide a complete description and qualify the response. Please attach any exemplary models, best practices or relevant and supporting documents, along with your completed survey, in an email to [info@RedRibbonSchools.org](mailto:info@RedRibbonSchools.org)

**3a. We provide in-service training for all school personnel on how to fully engage parents in their child's academic achievement and healthy development. (Research has proven that schools with well-structured, consistent parent involvement can realize profound benefits for students, teachers, administrators and overall school quality.)**

Yes  No  N/A

Narrative: Please enter your narrative here to support any "YES" responses.

**3b. We provide an orientation for all parents at the beginning of the school year. Orientation includes the link between high risk behaviors and failure.**

Yes  No  N/A

Narrative: Please enter your narrative here to support any "YES" responses.

**3c. Parents, (Grandparents, Caregivers, etc.) are actively involved in our School.**

Yes  No  N/A

Narrative: Please enter your narrative here to support any "YES" responses.

**3d. Parents are encouraged to sponsor/lead youth group and club activities.**

Yes  No  N/A

Narrative: Please enter your narrative here to support any "YES" responses.

**3e. Our parents receive positive feedback acknowledging the behavioral and academic success of their students throughout the school year.**

Yes  No  N/A

Narrative: Please enter your narrative here to support any "YES" responses.

**3f. In addition to the PTSA or SAC, our school provides opportunities for parents to develop parent-parent support.**

Yes  No  N/A

Narrative: Please enter your narrative here to support any "YES" responses.

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3g. We have a Parent Advisory Council or Parent Teacher Association that understands the importance of substance abuse prevention and has made it a priority.

Yes  No  N/A

Narrative: *Please enter your narrative here to support any "YES" responses.*



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## SECTION IV. RED RIBBON COMMITMENT

Please respond to the following statements with a yes, no or N/A. A section for your comments follows each statement where you, the applicant, must provide a complete description and qualify the response. Please attach any exemplary models, best practices or relevant and supporting documents, along with your completed survey, in an email to [info@RedRibbonSchools.org](mailto:info@RedRibbonSchools.org)

**4a. Our school has historically engaged in red ribbon activities during red ribbon month, September/October.**

Yes  No  N/A

Narrative: *Please enter your narrative here. You may type as much as you like.*

**4b. We have shared the most memorable, successful red ribbon event(s). (scan or mail in as an attachment).**

Yes  No  N/A

Narrative: *Please enter your narrative here. You may type as much as you like.*

**4c. Throughout the year we strive to raise school and community consciousness regarding risk and resilience.** (Examples: March is Violence Awareness month, Mentoring and Reading initiatives are conducted year round, Bullying training is provided to parents and teachers every year, emphasis on drug-free dances, Lock-Ins at graduation night and Prom Night)

Yes  No  N/A

Narrative: *Please enter your narrative here. You may type as much as you like.*

**4d. The business community partners in our Red Ribbon initiatives.**

Yes  No  N/A

Narrative: *Please enter your narrative here. You may type as much as you like.*

**4e. We have been successful in raising funds to support Red Ribbon events.**

Yes  No  N/A

Narrative: *Please enter your narrative here. You may type as much as you like.*

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**STOP:** Have you answered every statement with a yes or a no? If not, which question(s) and why?

## SIGNATURE PAGE

On completion of the on-line application, this signature page must be completed, printed and mailed to:

Dr. Mae Waters

The Florida Center for Prevention Research Florida State University

3200 Commonwealth Boulevard

Tallahassee, FL 32303

Fax: (850) 644-4701 | phone: (850) 645-1456 | email: [info@RedRibbonSchools.org](mailto:info@RedRibbonSchools.org)

I (we) certify that responses from the (name of School) \_\_\_\_\_ are true and correct. We promise to do all possible in the coming three years to improve in those areas of recognized need, and to seize every opportunity to speak on the importance of project goals. We understand the certification is valid for a three year period, and that recertification is a function of improvement in areas of defined need, as well as improvement guided by evolving best practices.

We further understand that we will be notified within 30 days, on the status of our application and the awareness campaign associated with achievement.

Please provide full name, address, e-mail address and telephone number for the individuals certifying this application:

Parent: \_\_\_\_\_

Principal: \_\_\_\_\_

Student: \_\_\_\_\_

Teacher: \_\_\_\_\_

Lead applicant: \_\_\_\_\_