

# Sacramento County Project SAVE

(Safe Alternatives and Violence Education)



## Referral Process

- Please make sure the student meets all the criteria listed below.
- Meet with parent/guardian to explain the referral to Project SAVE and inform them that parent participation is required. Tell them they will receive a call from the Project SAVE office to schedule their participation in the class.
- It is most effective when program participation is required by the referring agency. Participation in Project SAVE may be required as a condition of school suspension, suspended expulsion, behavior plan, Court order, rehabilitation plan, Probation plan, etc.
- Completely fill out the Project SAVE Referral Form. **NOTES:** (1) In the student information section, include the school the student was attending when the offense occurred and the current school he/she is attending. (2) Under the referring agency section, in the comments/remarks, include all co-defendants or accomplices.
- Mail, fax or email the Referral Form to:

Sacramento County Office of Education  
Prevention and Student Services  
**Project SAVE**  
P.O. Box 269003  
Sacramento, CA 95826-9003

Fax: (916) 228-2216

Email: [vajenkins@scoe.net](mailto:vajenkins@scoe.net)

Phone: (916) 228-2200

## Project SAVE Office Follow-up

- Upon receipt of the referral, the Project SAVE office will confirm eligibility, then contact the family and register them to attend a Project SAVE class.
- Once the student and parent complete the class, the Project SAVE office will provide documentation to the referring agency.

## Eligibility Criteria

- First-time offender or the less sophisticated offender who acts without thinking or in response to peer pressure. (One who is not yet intimately involved in the juvenile justice system.)
- Between the ages of 10 and 17.
- Possession of a weapon on or near a school campus, involved in a weapon-related incident, or violent behavior.
- A parent must attend the Project SAVE class with the youth. To encourage or mandate parent participation refer to *California Welfare and Institutions Code SS 729.2(b)* and *California Education Code SS 48916(a)*.
- Youth must attend school or reside in the attendance area of any school operated by the districts in Sacramento County.