



Decision Analytics & Information Management (DA&IM)

Creating a Concern

What is a Concern in BrightBytes?

In the [BrightBytes Intervention](#) module, logging a Concern allow users to document any issues of note for a student, any current strategies, and log family/guardian contact information. This is the space where teachers or other school team members can note important student information before it is escalated.

Where to go?

You may access the Concern section by

- 1) **logging** into Clarity
- 2) Hovering over Data and selecting **Intervention**
- 3) These buttons will show up, where you then click on **+Add Concern**

All Concerns Plan Requests Interventions

No Activity in 2019-2020 Academic Year.

After adding a new concern or request, you'll be able to view each activity type here

+ Add Concern + Add Plan Request + Add Intervention Plan

- 5) **Type** the students name in and then you will **choose** which category the concern falls under
- 6) **Log** the duration of the concern
- 7) **Select** the Tier 1 differentiation strategy that you attempted before creating the concern
- 8) **Log** any communication or contact that you had with a parent or guardian.
- 9) **Type** in what success looks like for this situation in the What Does Success Look Like section



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Basic Information

SCHOOL

A Maceo Walker Middle School

ACADEMIC YEAR

x 2019-2020

5 STUDENT NAME

Type to search across students

5 CONCERN CATEGORY

The category closest matching this Concern is ...

6 PERCEIVED DURATION OF CONCERN

The duration appears to be ...

7 TIER 1 DIFFERENTIATION STRATEGIES ATTEMPTED

I have already attempted one or more of the following strategies ...

OTHER ATTEMPTED STRATEGIES *Optional*

I have attempted other strategies, apart from those listed above

9 WHAT DOES SUCCESS LOOK LIKE?

Provide details of why the concern or request is needed and the outcomes to be achieved.

8 Contact with Parent / Guardian

DATE

MM/DD/YYYY

METHOD

Select contact method

CONTACT NOTES

Provide any additional details related to this parent / guardian contact here. (e.g. Parent requested more study resources...)

+ Add Additional Contact

10) **Scroll** to the bottom and click submit. The concern is then logged into the system and can be updated at any time in the future with more information.

Cancel

Submit

11) Check out the **Concern Report** to view the concern and all notes



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Concern Report

General Information [Edit](#)

**SCHOOL**

A Maceo Walker Middle School

ACADEMIC YEAR

2019-2020

**STUDENT**

[Redacted]

STATUS● Open [Request Intervention Plan >](#)**CONCERN CATEGORY**

Basic Reading Academics

**WHAT DOES SUCCESS LOOK LIKE?**

Test

PERCEIVED DURATION OF CONCERN

New or less than two weeks

TIER 1 DIFFERENTIATION STRATEGIES ATTEMPTED

Skill development/practice

OTHER ATTEMPTED STRATEGIES

xxx

Notes ⓘ

[Save Note](#)

No Notes Added