

## ICSS Referral System



Referral is completed through the website ([www.familyworksni.com](http://www.familyworksni.com)) by the student, parent or teacher.

Referral comes through the Key Contact. This can be made by the student, parent or a teacher.



Rachel e-mails the referral form to the Key Contact and School Counsellor for the school.

The Key Contact passes on the referral form to the School Counsellor.



The school counsellor makes contact with the student and sets up an appointment.