

BEST PRACTICES CHECKLIST FOR IMPLEMENTATION & SUSTAINMENT:	INDICATORS:	MY CAMPUS PLAN:
Who are the primary and support person(s) designated to administer the peer mediation program at your campus?	<ul style="list-style-type: none"> • An on-site coordinator administers the peer mediation program and is dedicated to its success • Administration, faculty and staff support the work of the peer mediation coordinator (sponsor) 	
What district level support does your campus peer mediation program have to utilize peer mediation (i.e., superintendent, principal, faculty, PTA)?	<ul style="list-style-type: none"> • Supportive school executives are willing/able to commit the necessary resources • Administrators, faculty and staff model conflict prevention behavior and integrate peaceful conflict resolution into the school environment 	
How will peer mediation complement your school's existing successful behavior management programs?	<ul style="list-style-type: none"> • Successful behavior management programs already exist at the school, with peer mediation complementing conflict resolution initiatives • Peer mediation is integrated into the curriculum, with conflict resolution taught as explicit skills • Peer mediation provides a voluntary and non-punitive option for students to use in resolving conflict 	
How will students be selected to serve on the peer mediation team prior to training (i.e., teacher referral, existing program such as PALS or student council, etc.)?	<ul style="list-style-type: none"> • A fair and transparent process is utilized for selecting mediators from a broad cross-section of student body 	
How will students in conflict be referred to mediation?	<ul style="list-style-type: none"> • Referral may be made by school counselor, teacher, another student, confidential drop box, or self-referral • Students know where to find referral form and how to request mediation 	

	<ul style="list-style-type: none"> • Teachers have a supply of referral slips 	
When and how will mediators be scheduled and assigned to a mediation session?	<ul style="list-style-type: none"> • Mediations may be scheduled during specials or electives, lunch hours, before or after school, during class as necessary 	
Where will mediations take place (designated confidential setting)?	<ul style="list-style-type: none"> • A comfortable, private and neutral mediation room, counselor’s office, conference room is provided for mediation sessions 	
What forms and materials will be available to student mediators and program sponsors?	<ul style="list-style-type: none"> • See <i>Implementation Guide</i> as a reference 	
How will you notify parents of peer mediators prior to training?	<ul style="list-style-type: none"> • See Parent Permission Slip in <i>Implementation Guide</i> 	
How and when will you inform all parents about the peer mediation program (e.g., school website, handbook, newsletter)?	<ul style="list-style-type: none"> • Parents are aware of the initiative and support their child’s involvement in peer mediation 	
What steps will your campus peer mediation team take to market and conduct ongoing promotion of mediation/conflict resolution services to the entire school community (i.e., principal, student body, faculty, staff, and parents)?	<ul style="list-style-type: none"> • Ongoing promotion of the initiative is offered via assemblies, posters, newsletters, website, staff meetings, Learning and Support Team meetings, peer mediation t-shirts • The school community supports the initiatives and considers peer mediation an option for conflict resolution • Students know who the peer mediators are and know how to access the service 	
How will you evaluate your program’s success? How often?	<ul style="list-style-type: none"> • Ongoing regular assessment of the peer mediation program helps to validate success of the peaceful approach to conflict resolution • Students are learning to practice conflict resolution skills instead of escalating conflict • Teachers are spending less time on discipline and are referring fewer disciplinary problems to the administration for resolution 	

<p>What ongoing support will peer mediators receive throughout the year to practices skills they learn during AIM Peer Mediation training?</p>	<ul style="list-style-type: none"> • Systematic rostering of mediators allows all peer mediators equal opportunity to use their skills • Peer mediation coordinator/sponsor debriefs with student mediators after mediation sessions • Refresher training for student mediators is offered to update skills 	
<p>Do you agree to report monthly statistics to the Bexar County Dispute Resolution Center (5-question form via www.bexar.org/AIM) throughout the school year?</p>	<ul style="list-style-type: none"> • Bexar County tracks statistics and continues to provide services at no-cost to schools. 	

PEER MEDIATION

Best Practices for a Successful Program



Develop Program Team &
Commitment to Program



Design & Plan Program



Select & Train Mediators
www.bexar.org/AIM



Educate Critical Mass of
School Population & Design
Promotional Campaign



Promote, Operate, &
Maintain the Program