



Court Appointed Special Advocate Report

CASA Name: _____ Date of Report: _____
Case Name: _____ Case Number: _____
Hours Served Since Last Report: _____ Mileage: _____ Expenses: \$ _____

***your staff supervisor will calculate these totals using what you've entered in your contact logs in Optima. As long as your contact logs are current, you do not need to add up your own hours, mileage, and expenses when you submit your court report.**

This report is of a confidential nature for the benefit of the Court and may be distributed only to the parties to the proceedings.

STRENGTHS

Any positive developments, traits, accomplishments, or interactions you noticed in the child or family?

Examples:

- How does the child interact with the CASA or with others? (i.e. kind, polite, quiet, talkative, etc.)
- How is the child doing in the home?
- Has the child demonstrated new skills or knowledge since you last reported?
- Strengths you have observed in the parents or caregivers?
- Strengths you've observed in extended family members? (Grandparents, aunts, uncles, etc.)

EDUCATION

- Is the child attending school virtually or in-person? Which school district? What grade?
- Is the child participating actively?
- Does the child require educational support?
- Does this child have an IEP (Individualized Education Program) or a 504 (behavioral plan)?

MENTAL HEALTH & BEHAVIORS

Try to elaborate on any concerns or observations regarding child's mental health and/or behaviors:

- Child exhibits a change in behavior since last report
- Child's parent or caregiver reports a change in child's mental health and/or behavior
- Child has been diagnosed with a mental health issue
- Child has expressed a concern, worry, or change in feelings to the CASA

CONCERNS

Do you have any concerns about the child’s physical, emotional, or developmental wellbeing?

Things to consider:

- Relationships
- Education – is the child attending school in person or online?
- Development – social emotional, intellectual, physical
- Safety – any child welfare concerns? Any concerns related to COVID-19?
- Any other concerns

RECOMMENDATIONS

What would you recommend to help the child thrive under the current circumstances? What would be in the child’s best interest? Include a bulleted list of items.

Things to consider:

- Continued placement? New placement?
- Mental health services?
- Educational support?
- Family support?
- Any other recommendations you’d like to be considered.



**Photo of the child(ren) is optional – Please refer to our policies and procedures to ensure you are following all photo guidelines, which protects children, their placements, and their families.*

Respectfully Submitted,

Your Name Here
CASA Volunteer

Supervisor’s Name Here
Voices for Children Staff Supervisor

Date

Date