

# S-A-R-A Planning Forms

## SCANNING

Identify the problem *(be specific)*

Utilize community input/information

How did this problem come to your attention?

Who is affected by this problem?

**Victims**

**Guardians**

**Offenders**

**Guardians**

**Locations**

**Guardians**

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## ANALYSIS

What do I want to know about this problem?

Who could provide an answer to the question?

## ANALYZE THE DATA

What precedes the problem?

Where the problem occurs and why there?

When the problem occurs and why then?

How the problem occurs and why it occurs that way?

Go back to scanning. Does the problem need to be redefined?



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## ASSESSMENT

Develop an assessment plan

What specific measures will you use to assess the effectiveness of your problem?

What traditional measures apply?

What non-traditional measures apply?

Will you –

1) Eliminate the problem?

2) Reduce the problem?

3) Reduce the harm or fear associated with the problem?

4) Improve a response to the problem?

Is an adjustment necessary in the response to this problem?

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## SUMMARY

**SCANNING . . . Problem Statement**

**ANALYSIS . . . Key Information**

**RESPONSE . . . Key Strategies**

**Resources Needed**

**ASSESSMENT . . . Evaluation**