



Section: **School Operations**
Policy #: **5700**
Policy: **Special Education Services Policy**

Date Approved: June 24, 2010
Revision Dates:

Rationale

To follow fair and realistic diocesan guidelines when admitting and educating students with special needs into the school.

Policy

Principals will accept students with special needs into the school following the procedures outlined in the Catholic Independent Schools of the Nelson Diocese (CISND) admissions policy, provided the appropriate program, facilities, classroom space and support personnel are available to meet the needs of the child. The student's program will be developed by the school staff in consultation with the student's parents/guardians and community resource professionals.

Procedures and Guidelines

Admission:

Admission to the school is based on the admissions policy of the Catholic Independent Schools of the Nelson Diocese.

Description of Services and Special Program Options:

The special needs program is designed to provide specialized programs and support as needed, while fostering independence. The Special Education Department will be overseen by the principal and the special education coordinator, where available. The special education team will be comprised of the principal/special education coordinator, classroom teacher, the certified educational assistant (where deemed necessary), in consultation with the student's parents/guardians and community resource professionals

The Catholic Independent Schools of the Nelson Diocese are willing to support students with identified special needs in the following areas provided the appropriate program, facilities, classroom space and support personnel are available to meet the needs of the child:

*Moderate to Profound Intellectual Disabilities
Physical Disability or Chronic Health Impairment
Physically Dependent
Deaf or Hard of Hearing
Visual Impairment
Deaf/Blind*

Autism Spectrum Disorder (ASD)
Intensive Behaviour Intervention/Serious Mental Illness

Individualized programs will be designed and implemented based on the student's needs as outlined in the student's Individual Education Plan (IEP). The school will work closely with parents and outside professionals to implement, monitor and provide updates on specialized programs or specific interventions as documented in the IEP. This plan will be reviewed a minimum of two (2) times a year. Members of the special education team will be provided with a copy of the IEP.

Assistive technology may be available.

Access and Funding of Specialist Services:

The principal or special education coordinator will review referral requests and recommendations (from teachers, parents or other professionals) using a consultative approach to determine the appropriate specialist interventions required. A request for a Special Education Grant will be made for all students who meet the requirements as set out by the Ministry of Education Independent Schools Branch.

The school recognizes the need for, and works collaboratively with, outside support specialists to develop programs and provide opportunities for direct intervention/therapy. Specialist services are contracted as needed. It must be noted that not all students with special needs require, or necessarily receive, specialist intervention in a given school year.

Special Education Funding is used to support personnel, resources, and contract services.

Student Placements:

Students with special needs are generally placed into classrooms with their like-aged peers; however, in collaboration with the student's parents, the school team may decide to meet the needs of the student in an alternate setting based on appropriate educational rationale.

Reporting and Record Keeping:

Assessment is based on teacher observations, formal and informal assessments, and outside support specialists' reports. Progress on adapted components of the program is reported using the regular report card format. Anecdotal comments are used to report progress for modified components. IEPs, specialist reports and other student information are filed in the student's file.