

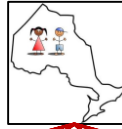
Ontario School Roadmap for Children with Special Needs: - last updated Sept 11, 2014

DISCLAIMER: THIS ROADMAP IS A GENERAL GUIDE CREATED BY PARENTS. YOUR EXPERIENCE MAY DIFFER SLIGHTLY DEPENDING ON YOUR CIRCUMSTANCES & SCHOOL BOARD.

Watch the roadmap for "Did you know?" and "Tips"

Start Here!

Where is your child?



Did you know: Children don't legally have to attend school until Grade 1.



Definition of Exceptional Pupil (as defined by Ministry of Education):

Means "a pupil whose behavioural, communicational, intellectual, physical or multiple exceptionalities are such that he or she is considered to need placement in a special education program by a committee."

Did you know? Special Education services are mandated by the [Ontario Education Act](#)

Tip: Start planning as early as possible!!

Tip: Be prepared to do lots of research and reading!

December

January

February

March

April

May

June

July

August

Start researching schools in your area

- Social Workers
- Other parents
- Therapists
- Yourself
- Advocate
- Friends
- Special Education Resource Teacher
- CCAC (Community Care Access Centres)
- Ontario Children's Treatment Centres Social Workers
- Ontario Early Years Centres
- Teacher and/or Principal

Places where you can get help and guidance on your child's entry into school

Attend presentation on Registering Your Child With Special Needs at School Board of choice.

Register your child at their home school.

Tip: Funding is decided in May. Early registration is key.

Complete required forms

Tip: This is when you decide what documentation you will share with the school about your child.

A special education representative or a school board psychologist may ask to observe at your child's daycare, or nursery school.

Tip: If your child is currently in therapy, a consent form must be signed to make contact with the school board and for release of existing reports.

An IPRC Meeting may be planned for your child if he/she requires additional supports.

Tip: Prior to the end of May you should be notified if your child has been accepted into a specialized program.

Classroom visit for your child.

Tip: Check with your school and see if you can arrange another visit prior to the first day.

Tip: The school may provide a school social story book to review over the summer with pictures of familiar faces and rooms at school.

Use the summer months to get your child's binder created and organized.

Tip: Keep copies of all school related documents in a binder!

Tip: Visit all schools in your catchment area. Talk to other parents for feedback and recommendations.

Did you know? You can look up your child's teacher on the Ontario Teachers Association website and see [their credentials for special education training?](#)

School Finder



<http://www.edu.gov.on.ca/eng/sift/index.asp?schoolCount=under>

Teacher/Principal Lookup



<http://www.oct.ca/Home/FindATeacher>

Our Top 10 Advocacy Tips:

1. You are your child's best advocate.
2. Assume Competence.
3. Always use your chain of command when escalating.
4. Keep immaculate records.
5. Take notes at every meeting. If it's not written down it didn't exist.
6. Remain professional, focussed and positive.
7. Trust yourself. You know your child's strengths and weaknesses.
8. Be prepared before meetings.
9. Give yourself time to read Ontario's Education Act, policies and regulations.
10. Learn everyone's rights and responsibilities.

Ontario Children's Treatment Centre Lookup



<http://oacrs.com/en/memberdirectory>

Special Needs Roadmaps

QuickStart
EARLY INTERVENTION FOR AUTISM

“An IPRC is like an insurance policy for your child while they are in the school system.”

“The IPRC creates obligation for the school board to provide services – an IEP without an IPRC is just a “promise of what we hope to do” -- it’s not an obligation to provide.”

-- [Lindsay Moir](#)

First day of school!!

Tip: Try and set up a meeting with the Principal, teacher and/or Special Education Resource Teacher to introduce your child, their needs, and their strengths and challenges.

IPRC

Formal & Legal Process

Contact Principal in writing (email) to request the IPRC. (or Principal may initiate)

Tip: Parents retain the right to initiate the IPRC process for any reason.

Principal will send written notification of IPRC Meeting with approximation of date.

Tip: The IEP is not binding without the IPRC. The written decision of the IPRC is the ONLY guarantee that your child will receive the services he/she requires.

Receive communique with invitation to IPRC with date & time

Tip: You may wish to gather any relevant information that should be shared with the IPRC, including past report cards, assessments, etc.

Can't attend? Contact principal immediately and request new date.

Attend

Choose not to attend

Tip: Please note that the IPRC will go ahead in your absence. We strongly encourage you to attend this meeting. The decisions made at this time can have a major impact on your child's education and future.

Tip: Parents may have a representative or advocate present with them or to speak on their behalf at the IPRC

Did you know?: The IPRC and IEP are portable within the same school board but not across school boards.

Tip: The 3 things that are decided at an IPRC are:

1. Whether or not a student should be identified as exceptional;
2. Identify the areas of the student's exceptionality;
3. Decide an appropriate placement for the student.

IPRC Meeting

Your Toolbox:

Read this first! **These are the basic tools that parents must know & understand :**

1. IPRC = Independent Placement Review Committee as set out in Regulation 181/98.
2. IEP = Individual Education Plan.

Always use your chain of command:

Teacher

Principal

Superintendent of Special Education

Director of Education

Trustee

Ministry of Education

Monitor and Review your child's IEP

IEP

A written plan

Principal must provide IEP within 30 days of the IPRC decision.

Tip: The IEP is **not binding** without the IPRC. The written decision of the IPRC is the ONLY guarantee that your child will receive the services he/she requires.

Receive written IEP

Did you know?: The IEP is a living document that should be monitored and modified as many times as required throughout the school year? **Parent collaboration is crucial!**

Don't sign. Take home to review.

Tip: keep a copy of every IEP at home in your binder.

Return signed copy to school.

Tip: The resource teacher should be meeting with the teacher regularly to monitor the IEP & make adjustments.

Monitor and Review the IEP

Tip: Ensure that bi-weekly or monthly meetings with the Resource Teacher and teacher are set up.

Principal is responsible to create monitoring plan. Make sure you know what it is, and how you will be informed of progress or problems.

Make sure all your IEP goals are S.M.A.R.T:

S: Specific (specific goals are easier to attain than general goals)
M: Measurable (establish criteria for measuring progress)
A: Achievable (for the student)
R: Realistic (for the student)
T: Timely (within a specific time period)

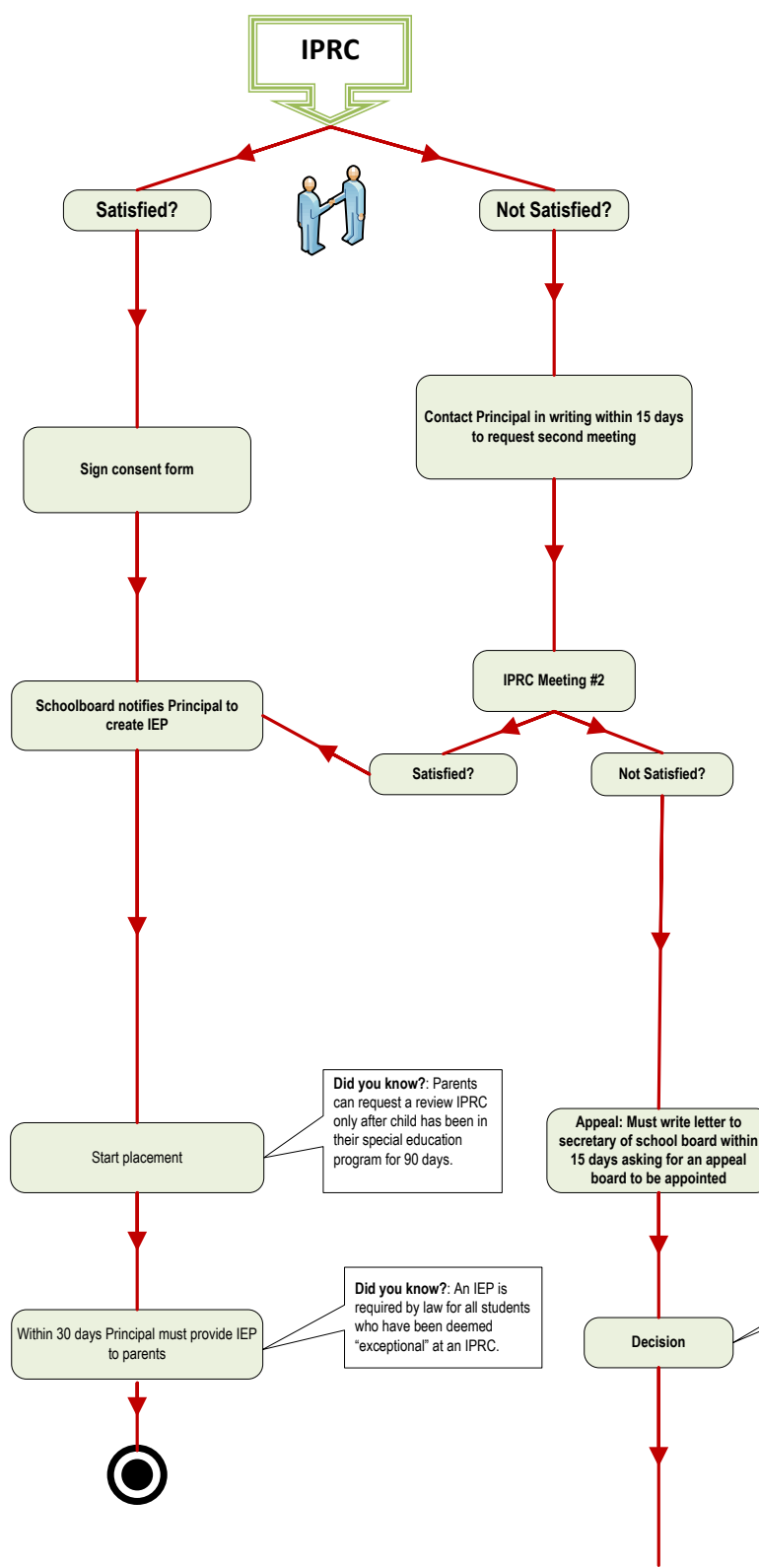
[Click here](#) for a list of ACTION VERBS to help with writing your child's IEP.

Report card #1

Tip: If your child's IEP has been properly implemented there should be no surprises on the report card. Review IEP at parent teacher interview.

“Knowledge
is
power!”

“Know your
rights!”



5 types of placements:

1. Regular class with indirect support
2. Regular class with resource assistance
3. Regular class with withdrawal assistance
4. Special education class with partial integration
5. Full-time special education class

**You know
what your
child needs!**

Parents need to know! What are:

You will see these terms in your child's IEP document

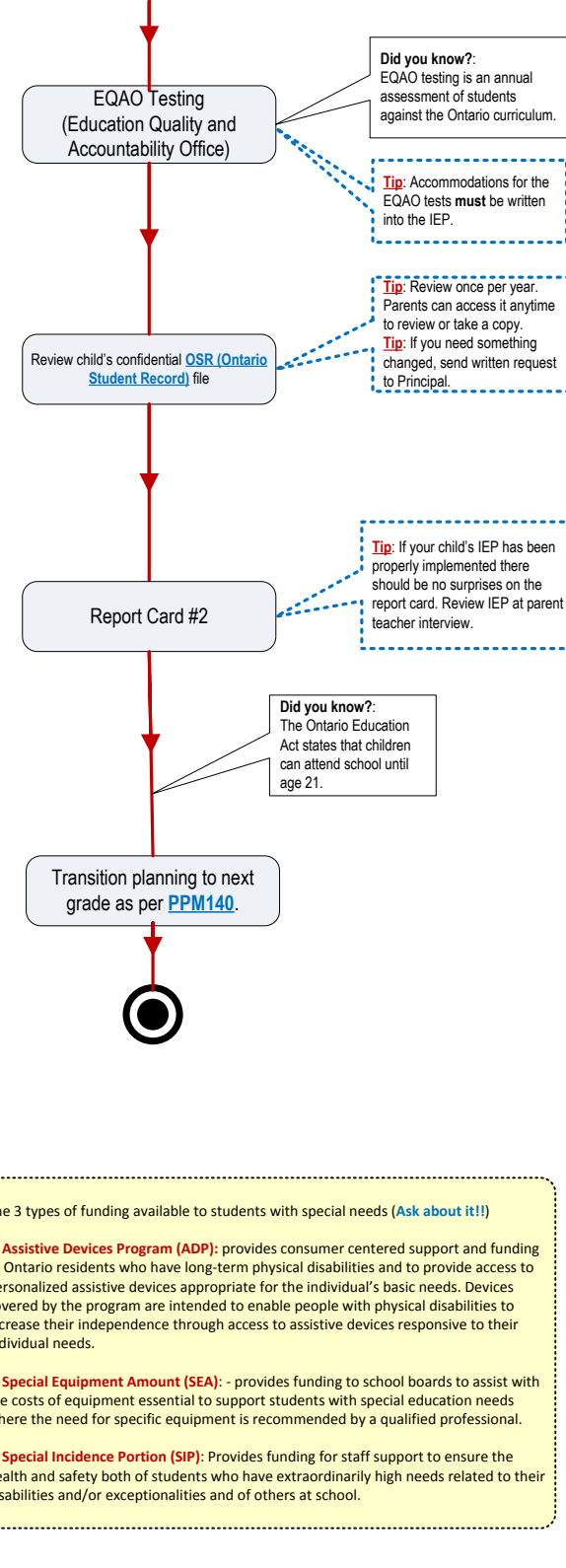
Accommodations? strategies and provisions provided by the teacher to help students meet the expectations; they do not alter the provincial curriculum expectations for that subject. Accommodations ensure equal and fair participation in a learning environment so students can meet the same academic standards as their peers.

Modifications? adjustments to the expectations and/or performance criteria made when a student is unable to meet the curriculum expectations. Information from the student's profile is used to determine the modifications.

- Tip:** If you make an appeal, the school board must create an appeal board.
- Tip:** The appeal board has 3 members; one appointed by the parents, one appointed by school board and a chair selected by the other two members.
- Tip:** Appeal board must be established within 30 days.

Did you know?: If you appeal the IPRC the student remains in their current placement until there is a resolution.

Monitor and Review your child's IEP



Did you know?: EQAO testing is an annual assessment of students against the Ontario curriculum.

Tip: Accommodations for the EQAO tests **must** be written into the IEP.

Tip: Review once per year. Parents can access it anytime to review or take a copy.
Tip: If you need something changed, send written request to Principal.

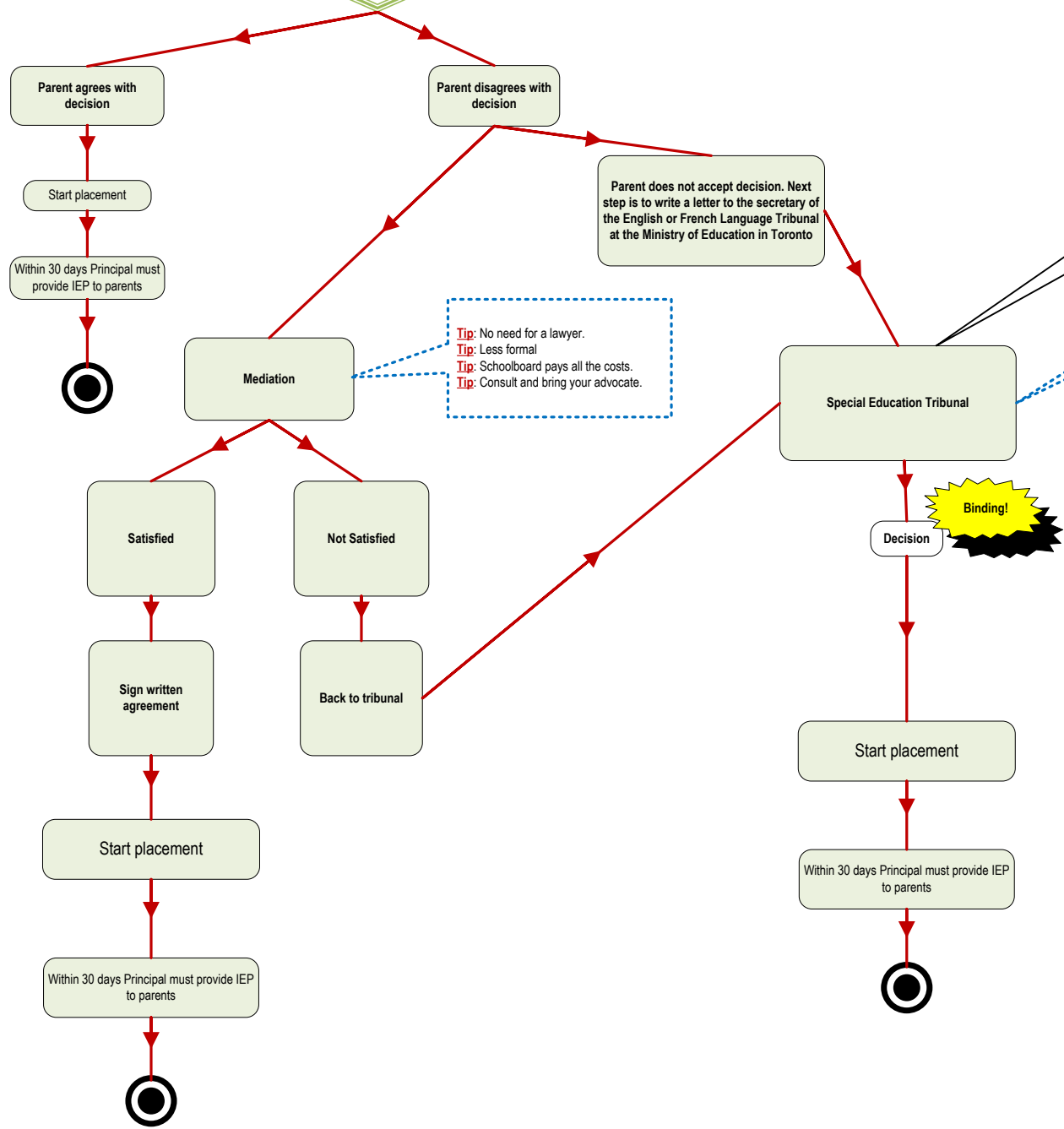
Tip: If your child's IEP has been properly implemented there should be no surprises on the report card. Review IEP at parent teacher interview.

Did you know?: The Ontario Education Act states that children can attend school until age 21.

The 3 types of funding available to students with special needs (**Ask about it!!**)

1. **Assistive Devices Program (ADP):** provides consumer centered support and funding to Ontario residents who have long-term physical disabilities and to provide access to personalized assistive devices appropriate for the individual's basic needs. Devices covered by the program are intended to enable people with physical disabilities to increase their independence through access to assistive devices responsive to their individual needs.
2. **Special Equipment Amount (SEA):** - provides funding to school boards to assist with the costs of equipment essential to support students with special education needs where the need for specific equipment is recommended by a qualified professional.
3. **Special Incidence Portion (SIP):** Provides funding for staff support to ensure the health and safety both of students who have extraordinarily high needs related to their disabilities and/or exceptionalities and of others at school.

IPRC



Please take the time to read each PPM and learn how it applies to your child:

Powerful!

PPM = Policy / Program Memoranda. List of PPMs you need to know.
What is a PPM?
 Numbered policy directives are issued to district school boards and school authorities to outline the Ministry of Education's expectations regarding the implementation of ministry policies and programs.

- PPM 1:** Provincial Schools for the blind and deaf are mandated to provide appropriate services to school boards.
- PPM 8:** provisions for the education for students with learning disabilities.
- PPM 11:** concerns the requirement for early identification of children's learning needs.
- PPM 59:** concerns psychological testing and assessment of students.
- PPM 76C:** concerns alternative educational programs and services for deaf, blind and deaf-blind exceptional pupils.
- PPM 81:** concerns the provision of health support services in school settings.
- PPM 85:** concerns education programs for pupils in government-approved care and/or treatment facilities.
- PPM 140:** Incorporating methods of Applied Behaviour Analysis (ABA) into programs for students with Autism Spectrum Disorders (ASD).
- PPM 156:** Supporting Transitions For Students With Special Education Needs.

Did you know?: You can read all past tribunal decisions online at the following address:
<http://www.oset-tedo.ca/eng/decisions.html>

The Difference between Suspension, Expulsion and Exclusion!

- 1. Suspension** - 1. A suspension means students are removed from school temporarily for a specific period of time ranging from 1 to 20 school days. If a student is suspended more than five days are considered to be on long-term suspension. Students cannot take part in school activities or events while suspended.
- 2. Expulsion** - Expulsions are different from suspensions. They do not have a time limit. Expelled students are removed from school for an indefinite time period. Students are suspended first, while expulsion is being considered. Students can be expelled from their own school. Or, they can be expelled from all schools in their board.
- 3. Exclusion** - An exclusion means that a pupil is not allowed to attend school or go on to school premises for a period of time or permanently.

* If the school calls for you to pick up your child, get it in writing.

Your School Contact List - Phone Numbers and Email Addresses to have close at hand:

School
 Teacher
 Principal
 Trustee
 SEAC Rep (Special Education Advisory Council) - committee of a school board or a school authority that provides important advice on special education.
 School Board Special Education Representative
 Physician
 CCAC – Community Care Access Centre

List of advocates: (please note this is not an endorsement.

- Phoenix Paralegal
- ARCH Disability Law Centre
- Mahony Advocacy
- People for Education
- Parent's Advocacy in the School

There is usually a fee for this service. Please contact us if you have others to add to this list!

3 Types of Diplomas/Certificates in Ontario:

- The Ontario Secondary School Diploma
- The Ontario Secondary School Certificate
- The Certificate of Accomplishment

“The UN Convention on the Rights of Persons with Disabilities states that everyone has the right to an inclusive education.”