



## ST JOSEPH'S SCHOOL PLEASANT POINT

### SPECIAL EDUCATION POLICY

#### **RATIONALE:**

1. To ensure that the Board of Trustees at St Joseph's School are fully informed and aware of the requirements for maintaining quality programmes and the special education principles as set out by the Ministry of Education in National Administrative Guideline 1.

#### **GUIDELINES:**

- a) A range of data will be gathered and recorded to identify students, to provide appropriate programmes and informed decision making by the Special Education Team.
- b) The Special Education Team will comprise of the Special Education Co-ordinator (SENCO), the Principal and staff (where applicable). Where appropriate, other professional staff will be included.
- c) Existing classroom programmes will be modified to cater for children with special education needs in the classroom environment where appropriate.
- d) Where necessary Individual Education Plans (I.E.P.'s or Action Plans) will be written to cater for specific needs of a child. These plans may be written in collaboration with the Special Needs Co-ordinator, the Principal, the classroom Teacher, Parents, GSE, RTLb, RTLb (Lit) or other agencies.
- e) The staff will foster positive links between the school, home and agencies to maintain an empathetic attitude towards children with specific learning needs within the school.
- f) Ongoing monitoring of group and individual programmes will provide evaluative review and can be used as the basis for requesting appropriate resourcing.
- g) Teacher Aide time will be used to support programmes and timetabled to ensure maximum benefits are achieved.
- h) Staff development will be supported to enhance teaching techniques towards meeting the learning and behavioural needs of identified students, e.g. external Professional Development, SENCO led Staff Professional Development, Individual Professional Development.

i) Board of Trustees are informed through twice yearly reports.

**Reviewed:** June 2005, June 2010, November 2013

**Chairperson:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*This policy should be read in conjunction with the Special Character policy and the school's Mission Statement.*