

## Administrative Procedure 212

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### SPECIAL EDUCATION

#### Background

Students within the division have a wide range of needs, skills and abilities and must be provided with educational programs that take these into consideration. The provision of educational services to exceptional students with special needs, including gifted and educationally disabled will be in accordance with these procedures and the requirements of Alberta Education.

#### Procedures

1. Students that have been identified as having potential exceptional needs shall be referred by the Principal to the school based Special Education Liaison staff member for further assessment.
2. All referrals for further assessment must have parental consent.
3. Divisional staff will inform the parents of the assessment results and any recommendations regarding educational placement and programs.
4. Written parental permission is required before a student is placed in a special education program and parents must be informed of any program change.
5. The Principal and appropriate staff members will review all special education placements on an annual basis.
6. The teacher, along with other appropriate personnel, will develop an Individual Program Plan for each student with exceptional needs within a reasonable time from placement, and this plan will be reviewed and signed by the parents.
7. Educational programs for exceptional students will encourage appropriate integration into the regular school environment wherever appropriate.
8. Parents wishing to dispute the placement decisions affecting students with special needs shall have the right to appeal to the Board in accordance with Board Policy 14 – Appeals.