

# Ross Intermediate School

TE KURA WAENGA O ROSS

## **POLICY STATEMENT**

### **1.5 Policy – Special Programmes**

#### **Principles:**

1. All children will be provided with programmes that are appropriate for their needs and abilities. Special Programmes will be provided for students who require support and/or enrichment in addition to classroom programmes, within the resources available.
2. The Principal along with the Special Programmes Co-ordinator and Senior Management will allocate Special Education Grant (SEG) and Special Education (SE) 2000 funding to support children with identified barriers to learning.
3. The Special Programmes Co-ordinator will meet regularly with the Principal to report on the work of Special Needs, the effectiveness of the programmes and the adequacy and suitability of resources.
4. Resources budgeted by the Board of Trustees for Special Programmes will be allocated as in 2 above, and to provide extension and enrichment programmes.
5. Professional development and training opportunities will be available to teachers and teacher aides involved in Special Programmes.
6. The Special Programmes Team will report to the Board of Trustees on the effectiveness of programmes.

#### **The Register:**

1. A register will be kept of children for whom inclusion in a Special Programme is seen as desirable/necessary/essential.
2. Methods by which children may be identified for inclusion on the register include:
  - a. Identified as reading two or more years below their chronological age
  - b. By recommendation from a child's Team or Teacher
3. Information is gathered from a variety of sources including eTap.
4. Children on the register will have a running record completed and recorded each term.

#### **The Special Programmes Team:**

1. The Special Programmes Team is responsible for the allocation of resources for Special Programmes. Teachers will identify children and submit Special Programmes Application form, with all relevant data, to the team for consideration. This team will be led by one of the Deputy Principals.
2. The team will be available to offer advice and guidance to the classroom teacher of a child who is referred to the team but is not selected for a special programme. Referral

may be made to the Special Education Service, Resource Teacher Learning and Behaviour (RTLb) or other agency.

3. Support staff will be allocated to best meet the needs of referred children. Classroom teachers may be released from classroom responsibilities for periods of time to undertake Special Programmes if s/he is the most appropriate person to implement a programme.
4. The Special Programmes Team will aim to provide programmes (other than those for children receiving Ongoing Resource (ORS) Funding) that are short to medium term rather than long term.
5. The Special Programmes Team will be informed of all meetings regarding Special Programmes, Individual Educational Plan's (IEP's) etc, and a member will attend if possible. Copies of minutes and IEP's and other relevant documentation will be made available to the team.
6. Special Programmes will be regularly evaluated by the team and reports made to the board.
7. Parents and caregivers will be kept informed, consulted and encouraged to support the programmes at home where appropriate and possible.
8. Each year the SENCO will liaise with contributing schools to help identify students with known learning needs that may require special transitioning or support.

**RATIFIED:** 12/5/2009

Leanne Judd  
**CHAIRPERSON**