

# WAITAKERE COLLEGE

<b>Section G</b>	<b>ATTACHED UNITS – (INCLUSION SUPPORT CENTRE – Te Whare Rangimarie)</b>
<b>Policy:</b>	<b>Individual Education Planning (IEP) process for Students in ISC</b>
<b>Date of review:</b>	<b>August 2020</b>
<b>Reviewers:</b>	<b>Rosie Garner (HOD Inclusion Support Centre), Jody Morton (Assistant HOD), Janet Moir (Lead Therapist), Ants Cotton (Deputy Principal)</b>

## Goal

To ensure each student will have an holistic and clear IEP (Individual Education Plan) that has specific and measurable goals for the students and the team to work towards. Goals may be educational and/or therapy based.

## Guidelines

- 1 IEPs will be held annually, or more often as required by the team. The team consists of the student, family and whanau, teachers, therapists and other specialists / support people involved with the student. IEPs will be consultative and will reflect the student and whanau voice.
- 2 Prior to the IEP, a questionnaire will be sent home to guide and enable families to bring their goals to the IEP meeting.
- 3 Prior to the IEP, students will have a goal setting session with their teacher if they have the capacity to complete this authentically.
- 4 IEPs will be consultative and will reflect the student and whanau voice.
- 5 IEP documents will be referred to regularly by the teaching team to ensure IEPs are living documents that guide the focus of the student's learning and therapy.
- 6 The IEP will be reviewed at the end of the year, using therapists' notes and tracking from the teachers and therapist.
- 7 The outcome of the IEP goals is outlined in the evaluation at the bottom of each of the goals.
- 8 The whanau are given the opportunity to meet with the team and discuss the IEP after they have read the evaluation.

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Chairperson

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Principal

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Date