

LEARNING SUPPORT POLICY

**NAG I
NO: 102**

Purpose

St Heliers School believes it is the right of every student to receive instruction appropriate to their ability and will therefore, within available resources, provide learning programmes which will ensure those needs are met.

Guidelines

If a class teacher identifies a pupil who may require learning support over and above what is normally provided within the classroom, the following guidelines are to be observed;

1. A teacher will be delegated responsibility for coordinating all programmes of a learning support nature.
2. The class teacher will confer in the first instance with the appropriate team leader regarding the identification of students who may require learning support (documented in team minutes). Data will then be shared with the Learning Support Coordinator.
3. The school will endeavour to implement appropriate programmes using available school personnel and resources, prior to seeking outside help.
4. Outside agencies such as the Ministry of Education Special Education will be notified and utilised where necessary. All contact with these agencies will be made through the Learning Support Coordinator. This includes assessments and Individual Education Programme meetings.
5. Students on learning support programmes will be regularly monitored by the class teacher and Learning Support Coordinator.
6. Parents are kept fully informed and consulted with by the class teacher and the Learning Support Coordinator prior to any student being placed on a learning support programme.
7. The principal will report to the Board of Trustees from time to time about the School's Learning Support Programmes.