Our Lady Help of Christians Primary School

INDIVIDUAL LEARNING PLANS/ PROGRAM SUPPORT GROUPS POLICY

Rationale:
At Our Lady Help of Christians School we believe that the needs of all children should be catered for. An Individual Learning Plan is a working document which sets long and short term attainable goals and supports the child with special needs, i.e. academic, behavioural, physical, social and emotional.

Aims:
The aims for having Individual Learning Plans are:
- To cater for all children whose needs require modification to the classroom program.
- To monitor and implement recommendations for students with intervention programs such as Reading Recovery (where required)
- For internal / external accountability and record keeping.
- To ensure that teachers and parents share information to reach common understandings of children’s needs.

Implementation:
- The classroom teacher is initially responsible for identifying children that may require an Individual Learning Plan.
- It is the responsibility of the classroom teacher to write up I.L.P’s in consultation with the student wellbeing coordinator, literacy coordinator, support staff and specialist teachers.
- Individual Learning Plans are to be reviewed once per term.
- Students will come off an Individual Learning Plan once goals are met and a decision is made by the classroom teacher, support staff and parents.
- All students on the L.N.S.L.N. Program require an Individual Learning Plan. It is a requirement that a draft of these plans are brought to PSG meetings.
- As children on the Integration Program will have an ongoing plan, the teachers will be released once a term to participate in PSGs, review and update plans.
- Children who have been on special programs e.g., Reading Recovery, Maths Intervention etc. may require a plan. This is to be decided by the classroom teacher and specialist teachers.
- Classroom teachers are to inform other staff (specialist and classroom support teachers) of children on an Individual Learning Plan, as required.

Filing of Plans
- Classroom File (Current working copy to be in teachers weekly work program then filed in child’s classroom file
- Special Education File with a copy saved on school server
- Copy to Integration Aide
- Copy to Parents (Must be signed by parents and teacher)
**Evaluation:**
This policy will be reviewed as part of the school’s review cycle.

ILPs will be evaluated each term at the PSG meeting. If goals are not being met, there will be adjustments to the strategies and mode of implementation. Class data will be analysed in collaboration with ILP evaluations to ensure students are making gains academically.

This policy was last ratified by OLHC School Staff Term 2 2015