



# 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**