



MARIST CATHOLIC SCHOOL

PROCEDURE: **Special Education Needs**

Marist Catholic School believes that every child is created in the image and likeness of God and has the right to learn and to reach their potential.

Guidelines

- Marist Catholic School appoints an experienced teacher to the role of Special Education Needs Co-ordinator (SENCO) to co-ordinate and facilitate all special needs programmes across the school
- Students with special education needs are identified as soon as possible after arriving at Marist Catholic School
- When appropriate, communication with outside support agencies is initiated as soon as possible after identification of special education needs
- The SENCO liaises closely with class teachers of students with special needs to ensure programmes are relevant to learning needs of identified students
- When appropriate teacher aides are appointed to support students with special educational needs. The SENCO co-ordinates and plans timetables for teacher aides, and is responsible for monitoring and supporting teacher aide performance and development.
- The SENCO organises and chairs regular Individual Education Plans (IEPs) to identify students' needs and plan programmes to cater for these needs
- A Reading Recovery programme operates at Marist Catholic School. The SENCO works closely with classroom teachers and the Reading Recovery teacher to identify students needing Reading Recovery intervention and monitoring their progress. The progress of students who have been on the Reading Recovery programme is monitored closely as they move through the school.
- Student achievement data and programmes for students with special educational needs are reported annually to the board of trustees