

Living Sky School Division No. 202

Administrative Procedure (AP) Manual



Procedure Name: Third Party Review of Special Education Decisions

Procedure Type:	Programs and Curriculum	Implementation Date:	FEB 25, 2015
Procedure Number:	6.21	Last Approval Date:	APR 24, 2024
AP Owner:	Superintendent of Learning	Last Reviewed:	APR 24, 2024
Legal Reference(s):	The Education Act 1995 – Section 178.1		

Background

In keeping with Section 178.1 of The Education Act, 1995, Living Sky School Division follows the review process when a disagreement over a pupil's designation, placement and/or program is in question.

Scope

Student deemed Intensive Needs who are receiving special education services from schools within Living Sky School Division

Definitions

Intensive Needs: A student who requires individualized supports in order to reach their potential. Individualized support should include an Inclusion and Intervention Plan (IIP) that describe a child's unique learning path.

Third Party Review: review, feedback and recommendations from an external source

Roles & Responsibilities

Principal: Be aware of and understand the administrator's role in section 178.1 of the Education Act (1995) when programming for students with intensive needs is called into question.

Procedures

1. Initial Action
 - a. The student's school will first attempt to make every effort to resolve a designation, placement and/or program decision in a manner amicable to the pupil, parent(s)/guardian and school division.
 - b. If the decision made by the school is deemed not satisfactory by the pupil or his/her parent(s) or guardian, they shall contact the person who made the decision at the school. If that person is unknown, the pupil or his/her parent(s) or guardian should contact the principal for assistance in determining who made the decision. Every effort will be made to resolve concerns at this level.
2. Initiating a Review
 - a. When the initial action does not resolve the disagreement, the pupil or his/her parent(s) /guardian(s) will follow the Ed Act Section 178.1 for the resolution of such disagreement