

### **3.0. Student Services**

#### **3.B.**

#### **3.B. SPECIALIZED ASSESSMENT**

**Policy Reference: EL-1.1**

**Reviewed by Committee: November 4, 2014**

Specialized assessment conducted in Lakeshore School Division should:

- Include written procedures for referral of students who require specialized assessment, including parent and student input, teacher observation, formal and informal assessment measures and assessments by school team members and other members of support services
- Follow the process for informed consent and parental consent for information sharing
- Direct staff to prioritize referrals for specialized assessments based on needs or requirements
- Provide timelines on specialized assessments, including timelines for follow-up meetings, reporting of results and written reports
- Comply with the expectations outlined by the standards and guidelines set by professional organizations for their members
- Direct staff to ensure that assessment results are written and interpreted for parents in a way that is clearly understood, keeping in mind the parents' language and literacy needs
- Provide direction on using assessment results to make programming decisions, develop IEPs and assign support services
- Identify a process for using assessment data to evaluate individual progress and programming decisions for students with exceptional learning needs

Principals are responsible for:

- Ensuring that a student is assessed as soon as reasonably practicable and referred for a specialized assessment if the in-school team is unable to assess why a student is having difficulty meeting the learning outcomes and is of the opinion that the student cannot meet learning outcomes even with differentiated instruction and accommodations