
ADMINISTRATIVE PROCEDURE 330 SUPPORT FOR STUDENT EDUCATION PROGRAMS BY OUTSIDE AGENCIES AND CERTIFIED PROFESSIONALS

OTHER MINISTRIES:

School District employees will work cooperatively with government ministries and agencies to support joint programming for students.

PROVISION OF ADVICE BY OUTSIDE CERTIFIED PROFESSIONALS:

Where parents/guardians/caregivers wish to have outside professionals, private consultants, or members of an outside agency influence school programs for a student, the following protocols apply:

1. The professional should contact the school principal (or designate) to arrange a meeting with the parent/guardian/caregiver and the School Based Team. The initial meeting should discuss how communication will be coordinated, various roles and responsibilities, and how decisions are made.
2. The outside professional should be made aware in advance that while advice is certainly appreciated, school based and district based personnel are responsible for decisions on the instructional, curricular or behavioural strategies delivered to the student.

OBSERVATIONS BY OUTSIDE CERTIFIED PROFESSIONALS IN THE SCHOOL SETTING:

Where certified outside professionals have requested the opportunities to observe a child in the classroom setting, the following protocols apply:

1. The certified professional must have the permission of the principal and teacher(s) involved and the student's parent/guardian/caregiver. Where a child protection issue involving neglect or abuse is involved, parent/guardian/caregiver permission may not be required.
2. The focus of the observation is to observe the student's reaction to the activities in the classroom or school.
3. Suggestions and advice provided by the outside certified professional shall be duly considered, and may be implemented, with the agreement of the teacher, parent/guardian/caregiver and School Based Team.
4. Normally, outside private professional do not provide direct service to students within the school.

OBSERVATIONS BY DISTRICT EMPLOYEES OF A STUDENT IN ANOTHER SETTING:

Where district employees have been requested to observe a student at home or in another setting, the prime purpose of the observation is for the district employee to become more sensitive to how the student reacts in various settings. In these observations the following protocols apply:

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1. District employees must be in agreement that this is an appropriate measure.
2. While the employee may observe new techniques and processes related to the student's programming, the decision to use them is made in consultation with the teacher, district personnel, the School Based Team and the parent/guardian/caregiver.