

ITINERANT EDUCATIONAL ASSESSMENT COMMUNICATION POLICY

1. Educational Assessment Specialists/Speech Language Pathologists/Itinerant Teacher for Hard of Hearing:

1.1 Student Referrals:

- 1.11 Student referrals to Educational Psychologists and Speech Language Pathologists shall not fail to be the responsibility of the Guidance Counselor and or Co-ordinator of Student Services.
- 1.12 In schools where there does not exist a Guidance Counselor and or Co-ordinator of Student Services the Principal shall not fail to take responsibility for student referrals to the Educational Psychologist and Speech Language Pathologists.
- 1.13 Student referrals shall be filled out by the appropriate people. The Guidance Counselor/Speech Language Pathologist/Principal shall be responsible for sending the referral form to the appropriate Student Services Specialist.

1.2 Student Assessment Results:

- 1.21 Upon completion of the assessment the student report shall not fail to be communicated to the originating source (Guidance Counselor/Student Services Co-ordinator/Principal).
- 1.22 The Educational Psychologist/Speech Language Pathologist shall not fail to review the student report with the referring agent (Guidance Counselor/Special Education Co-ordinator or Principal).
- 1.23 The Educational Psychologist/Speech Language Pathologist shall not fail to meet with the Parents separately or in an ISSP meeting.

1.3 Timeline for Student Assessment:

- 1.31 Students shall not fail to be assessed on a priority basis (criteria students; transitioning students, Janeway Team Referrals; Alternate Academic Program).
- 1.32 Once an assessment begins, the Educational Psychologist and or Speech Language Pathologist shall not fail to communicate the results to the originating school within one month.

2. Educational Assessment Specialist School Responsibilities:

2.1 Position Description:

- Assessment of Students
- Developing and communicating the Plan of Interventions
- District Student Counseling
- Behavior Management Plans
- Staff Inservice
- Counseling by PolyLink and or Video Conferencing

2.2 Assigned Schools:

- Educational Assessment Specialist 1
 - o A.P. Low Primary School, Labrador City
 - o J.R. Smallwood Middle School, Wabush
 - o Menihok High School, Labrador City
- Educational Assessment Specialist 2
 - o Jens Haven Memorial School, Nain
 - o St. Peter's School, Black Tickle
 - o Henry Gordon Academy, Cartwright
 - o Mealy Mountain Collegiate, Happy Valley-Goose Bay
- Educational Assessment Specialist 3/4
 - o B.L. Morrison School, Postville
 - o Amos Comenius Memorial School, Hopedale
 - o Mushuau Innu Natuashish School, Natuashish
 - o Peenamin McKenzie School, Sheshatshiu
 - o Queen of Peace Middle School, Happy Valley-Goose Bay
 - o Northern Lights Academy, Rigolet
 - o J.C. Erhardt Memorial School, Makkovik
 - o Lake Melville School, North West River
 - o Peacock Primary School, Happy Valley-Goose Bay

2.3 Number of School Visits:

- 2.31 Coastal schools shall be visited a minimum of two times with Nain and Hopedale having a minimum of three visits.
- 2.32 School visits shall increase if the caseload merits it.

2.4 Communication to District Office:

- 2.41 Educational Psychologists shall complete a monthly form which identifies schools and students actioned.
- 2.42 The form is to be forwarded to the Assistant Director of Education (Programs).

3. Speech Language Pathologist School Responsibilities:

3.1 Position Description:

- To assess student development and implement speech language programs.
- To inservice teachers and parents on individual student interventions.
- To inservice teachers on speech language strategies.
- Focus is to be on K-7 students or as resource ability allows.

3.2 Assigned Schools:

- 3.21 Speech Language Pathologist 1
 - A. P. Low Primary, Labrador City
 - J.R. Smallwood Middle School, Wabush
 - Menihek High School, Labrador City
 - Henry Gordon Academy, Cartwright
- 3.22 Speech Language Pathologist 2
 - Southern, Central and Northern Labrador School (14 schools in total)

3.3 Number of School Visits:

- 3.31 Due to the large number of schools and the fact that only two Speech Language Pathologists are presently filled the Northern schools will be serviced on a rotating basis.
 - Year One:
 - Northern Lights Academy, Rigolet
 - J.C. Erhardt Memorial School, Makkovik
 - Mushuau Innu Natuashish, Natuashish
 - Year Two:
 - Amos Comenius Memorial School, Hopedale
 - Jens Haven Memorial School, Nain

3.4 Type of Inservice:

- 3.41 Assessment – must be completed by a qualified Speech Language Pathologist.
- 3.42 Program Development – must be completed by a qualified Speech Language Pathologist.
- 3.43 Program Implementation – shall be completed by the qualified Speech Language Pathologist, Speech Language Itinerant, teacher or parent.

4. Teacher for Deaf/Hard of Hearing School Responsibilities:

4.1 Position Description:

- Referral of students to audiologists and other support agencies
- Recommend access to specialized equipment
- Assist in transitioning of pre-schoolers, transfers and graduates
- Regular checks of ear molds, hearing aids and FM systems
- Fabricate ear molds impressions
- Appropriate use and maintenance of equipment
- Perform otoscopic observations
- To assist in ISSP Development
- To carry out direct teaching in areas of language difficulty due to hearing loss
- To provide assessment of progress

4.2 Assigned Schools:

- 4.21 All schools within the Labrador District where there are identified Deaf and Hard of Hearing students who meet the criteria for itinerant services.

4.3 Number of School Visits:

- 4.31 Minimum of one visit per year where services are required.

4.4 Communication to District Office:

- 4.41 A monthly report form to be forwarded to the Assistant Director of Education (Programs).