

ADMINISTRATIVE PROCEDURE NO. 351**EDUCATIONAL PLACEMENT OF STUDENTS WITH SPECIAL NEEDS****Background**

All students deserve the opportunity to develop their God-given talents to their fullest. Programs shall be provided to meet the needs of all students. Students with special needs are entitled to have access in a school year to an appropriate educational program. Placement shall be appropriate with the first option to be considered is integration into regular classrooms in the neighbourhood or local school.

The provision of educational services to students with special needs is governed by provincial legislation and the policies and regulations of Alberta Education.

Procedures:

1. Educational programs and services provided for students with special needs shall be accordance with Sections 47 and 48 of the School Act, the Guide to Education: ECS – Grade 12, and the Standards for Special Education (Amended June 2004).
2. The Superintendent, or designate, is responsible for coordinating and monitoring programs for students with special needs.
3. The Superintendent shall be responsible for the application for all eligible grants to support student placement and flexible decision-making.
4. The Division must ensure informed consent by obtaining written consent from the parent or documenting actions undertaken by the school board to obtain consent.
5. Parents shall be informed of their right to a timely, fair and open process in regard to placement and appeals of special education placement.