Parent Guide to IPRC

(Identification, Placement and Review of Exceptional People)

Our Philosophy

The Greater Essex County District School Board offers a range of special education programs and services to address the needs of students. Most students with special needs will be encouraged to succeed in the regular classroom with appropriate supports, modifications and accommodations. The placement of a student in a regular class setting is the first option in the range of programs and services provided, that is considered by the IPRC and shared with parents.

Some students however need specialized support to achieve success. Occasionally, some students need the support of specialized programs and services which are offered at neighborhood schools, another school, or other locations.

The Greater Essex County District School Board is committed to providing learning opportunities which will maximize the social, emotional, physical and intellectual potential of the learner in a safe and nurturing environment. All exceptional pupils shall have available to them, in accordance with the Education Act, and the regulations, special education services, programs and placements to meet their individual needs. Students in special education programs will have access to resources and technologies appropriate to their developmental stages. These programs will provide meaningful learning opportunities for success.

Parents/guardians and pupils 16 years of age or older shall be full partners with regard to assessment, identification and placement decisions. As full partners, parents/guardians will be made aware of their rights in the entire process including the right to mediation and/or appeal. Upon the completion of the initial identification process, continued partnership between home and school is strongly encouraged. The Individual Education Plan (IEP) is viewed as a valuable and necessary document that will assist parents and teachers in developing common goals for exceptional students.

Who is an exceptional pupil?	The Ministry of Education defines an exceptional pupil as: *"A pupil whose behavioural, communication, intellectual, physical or multiple exceptionalities are such that he/she is considered to need placement in a special education program by a Special Education Identification, Placement and Review Committee."*
What are Special Education Programs and Services?	**Special Education Program** is an educational program that is based on assessment and evaluation and that includes a plan containing specific objectives and an outline of educational services that meet the needs of the exceptional pupil. **Special Education Services** are facilities and resources, including support personnel and equipment, necessary for developing and implementing, a special education program (Ministry of Education Definition)
How are Special Education Programs Delivered?	The type of special education program depends on the intensity of the educational needs of the pupil. The options include: • Regular class with consultative support. • Regular class with withdrawal support in a resource room or within the classroom. • Special education class part time. • Special education class full time. • Provincial demonstration school (i.e. Robarts School in London).

What does an IPRC do?	**An IPRC:** • May determine your child to be exceptional. • Shall determine the placement of your child if he/she is exceptional. • Shall review the placement of your child at least annually. • Shall set the date on which the Board will be notified of its decision. • Shall provide you with a written statement of the Committee's determinations about your child, or to the pupil if he/she is an adult, and to the principal.
What is the composition of an IPRC?	**Each IPRC:** • Has a minimum of three members, one of whom shall be a principal/vice-principal or a supervisory officer/designate employed by the Board. • Has other persons appointed by the Board who can assist the Committee. *Please note that other staff members may attend as well. You may also invite others to the /PRC meeting to support you.
What is an IEP?	An Individual Education Plan (IEP) will be developed for your child in consultation with you. The IEP outlines the special education programs and services that will be received and specific educational expectations. The IEP must be completed 30 school days after your child has been placed in the program. You will be consulted and will receive a copy of your child's IEP.
Who determines that your child is exceptional?	The Principal of your school requests a committee appointed by the Board, called the Special Education Identification, Placement and Review Committee (IPRC), to determine whether or not your child is exceptional.
What information is presented to the IPRC?	The Principal presents the following information: • Report Cards • Educational Assessment • Psychological Report • Social Work Report (if required) • Speech-Language Pathology Report (if required) • Other reports that you feel should be considered by the /PRC.
What do you do if you disagree or have concerns about the determination?	Within 15 days, write the Principal of your school of your concerns and the Committee will schedule a second meeting within seven (7) days or at a mutually agreeable time. If you still disagree with the identification, and/or placement of your child, within 15 days of the second meeting with the Committee, you may make an appeal by writing to: The Secretary of the Board Greater Essex County District School Board 451 Park Street West, Windsor, Ontario N9A 6K1.
Can you as a parent request that your child be referred to the IPRC?	Yes. You should write your request to the Principal who must then refer your child to the IPRC. You should also send a copy of the letter to the appropriate Superintendent of Schools.

How will you be involved?	You will be invited to an interview with the IPRC or you may waive your right to be interviewed. Since the Committee will be making decisions about your child, you are strongly urged to participate because you have the right to present additional information and to invite other persons to assist you in the process (friend, relative, member of a local association). The Committee will provide you with a copy of its determinations and ask for your written agreement or disagreement.
What happens when you make an appeal?	Within 30 days of the receipt of your notice of appeal by the Secretary, the Board shall establish a Special Education Appeal Board and the Chairperson of the Special Education Appeal Board will contact you regarding further procedures.
Is your written consent required to have your child placed?	Yes. However, your child may be placed or have a change in placement without your written consent if: (a) You have not appealed the Committee's decision within 15 days of the meeting with the Committee, or (b) You have not taken any action within 30 days of the date of the written statement prepared by the Committee. Then, the Board may, upon request of the Superintendent of Schools, direct the appropriate principal to place your child as determined by the IPRC and to notify you of the action that has been taken.
When will your child's placement be reviewed?	Every exceptional pupil's placement shall be reviewed at least once a year. In addition, after placement has been in effect for at least three months, you may request in writing to the Principal, that a review be conducted.
Will I be notified about changes in Special Education Placements?	Yes. Before any changes are made, you will be invited to an IPRC for a discussion of the proposed changes. You will be requested to give written consent to a change in placement before that change is made.

This Parent Guide has been prepared as an outline only. Further questions should be directed to your child's principal. A more detailed description of the IPRC process is available from your school. For further information please refer to:
(a) The Education Act (b) Ontario Regulation 181/98, Special Education Identification, Placement and Review Committee & Appeals