



# St. Anne's

## Primary School

60 KNEES ROAD, PARK ORCHARDS, VICTORIA 3114

### **POLICY:                    ADDITIONAL LEARNING NEEDS**

#### **RATIONALE:**

Students are better able to achieve their potential academically, socially, emotionally and behaviourally in a well-supported environment.

#### **AIMS:**

- To support all students during their schooling and development
- To provide an environment focussed on individual student needs

#### **IMPLEMENTATION:**

- The parents of the student identified as needing additional learning needs are asked to meet with the teacher who has identified an issue of concern
- Any school-based assessments of the student are conducted as necessary
- A Program Support Group (PSG) is established for the parent and student consisting of the (Deputy Principal as required) Parent/Guardian, Classroom Teacher and the Learning Diversity Leader. The Literacy Leader, Reading Recovery Teacher or Learning Support Officer may be asked to attend particular meetings to feedback about a student
- If it is recommended by the PSG, the student will be referred to an outside agency for support or assistance and the required documentation will be completed
- Program Support Group meetings are scheduled regularly at a minimum of once a term (unless otherwise negotiated between the school and the parents) to discuss

student progress, decide upon the learning/other needs of the student and set short and long-term goals. The minutes of these meetings are formally recorded on the Program Support Group Minutes proforma and are signed by all parties. A confidential file of the minutes of all meetings and copies of reports from outside agencies is maintained by the school in the student's confidential file and remains the property of the school.

- The Learning Diversity Leader will assist the learning support officer and or classroom teacher in developing a Personalised Learning Plan when required
- A copy of the minutes of the PSG will be provided to the parents and teacher/s involved
- Teachers will implement the recommendations of the Program Support Group and place the minutes from meetings and other documentation in the student's classroom file for future reference as required

Evaluation:

The Policy will be reviewed every four years or when necessary.

This policy was reviewed in 2022

The next review will be in 2025