

Hello _____ Date: _____

Here is the form packet you requested. Some tips for setting this up:

- 1) replace the forms with **copies** of identical ones you already have filled out (ie. Parental consent, A&B, etc.)
- 2) check to see if I have sent the appropriate age group BASC-2 forms, if it is included in your package (only FBA updates)
- 3) each form listed on the checklist has the person who should fill it in, in brackets
- 4) behaviour plans are not absolutely necessary, but helpful to see what the school has planned to do. It can be incorporated into the report.
- 5) monitoring forms are also very helpful, if the child has a funding code
- 6) self report of the BASC is to be done with supervision - can be read to student
- 7) reason for request - fill in to let me know if it is an update/code pending/query re: coding/refer to Wade Randall/etc. - it can be a consultation, an observation or a FBA (update) for a code 42.
- 8) When referring - please make sure you provide the DOB, age, grade, funding code and what you are requesting, so I send the appropriate information to you.

Thanks,

Renee Joslin

Behavior Coordinator

Wild Rose Public Schools