

What is an IPP?

The IPP is a flexible working document developed to ensure that an appropriate educational program is provided for your child. Specifically it:

- is a useful tool for planning and communicating your child's strengths, needs and progress
- outlines the services to be provided, who will provide them, and for how long
- states procedures for monitoring and/or evaluating progress
- focuses on one or more of the following goal areas:
 - academics
 - physical/medical
 - social/emotional
 - communication

Many students are capable of achieving the goals of the regular provincial curriculum, but require some changes to the way they are taught or tested.

The IPP outlines any **Adaptations** (retains learning outcomes, adjustments to the instructional process to meet students' needs) or **Modifications** (learning outcomes significantly different from provincial curriculum selected to meet students' special education needs).

How does the IPP planning process work?

The IPP team works together to develop an appropriate educational program for your child. This will result in a written plan known as the Individual Program Plan (IPP). However, this document should be considered a work in progress that may continue to change and evolve throughout the school year.

Your child's program will begin immediately. You can expect that it will take 6-8 weeks for the team to coordinate all the details and prepare the final IPP document.

The process of the IPP generally involves:

- identifying your child's needs
- compiling relevant information
- initial program planning and implementation
- draft copy of plan
- revisions made by team members
- team reviews and signs edited IPP document
- ongoing planning
- additional revisions made as needed
- monitoring, evaluating, and reporting of progress throughout the year

W.R.P.S. recommends that the IPP should be reviewed by the team at least three times in the school year. The reviews often coincide with your school's normal report card periods, but can vary according to the plan developed.

Please note:

This process is reviewed each new school year provided your child remains on an IPP.

Who is involved?

As a parent/guardian, you have a wealth of information about your child. This makes you a valuable member of the planning team. You will be contacted by your child's school to participate in IPP planning meetings with other team members.

The IPP team is the group of individuals who will work together to create an educational program (IPP) to meet your child's needs.

Who **SHOULD** attend the planning meetings:

- parent(s)/guardian(s)
- classroom teacher(s)
- Student Support Facilitator

Who **MAY** attend the planning meetings:

- Involved specialist staff (e.g. Behavior Coordinator, Speech and Language Pathologist, Occupational Therapist, FNMI Worker)
- School Principal
- Special Education Assistant
- Student
- Community agency staff
- Other individuals as requested by the parent or school

One team member will be designated as the case manager. Typically this is the Student Support Facilitator who is based in each school.

This person coordinates the IPP planning, monitors its progress, and communicates regularly with the team.

What is my role in making the IPP work?

Before going to your first IPP meeting: Start thinking about and writing down these things:

- your child's likes and dislikes
- your child's strengths and needs
- your concerns and questions
- your expectations for what your child may accomplish this year

You may also want to have some advance discussion with the school's Student Support Facilitator or one of the division resource staff. If you wish, you are welcome to invite someone to attend the IPP meeting with you.

At your first IPP meeting:

- Be on time.
- Make sure you are introduced to everyone on the Program Planning Team.
- If you do not understand something, ask for clarification.
- Feel free to share any thoughts, concerns or information that may help in the development of the IPP. Know when the next meeting is scheduled.

After the meeting:

The strategies discussed will be formalized in the IPP document. You will be required/asked to review and sign this document with the Program Planning Team. Each member will then receive a copy of the IPP. Make sure you keep your copy for future reference.

What's Next?

If at any time you have questions or concerns about your child's program, please contact the Student Support Facilitator at the school. Working together with the Program Planning Team is the best way to ensure the success of the plan developed for your child.

Some tips to remember:

- know what you can do at home to support your child's learning
- communicate regularly with the Program Planning Team
- the IPP is a flexible working document and will change as your child progresses
- know when your next IPP review meeting will take place

For more detailed information about the IPP, refer to Alberta Education's online guide at:

www.education.gov.ab.ca/k_12/specialneeds/ipp.asp

or

Call to Request a Copy
(780) 427-2767

or

Contact any member of your child's
Program Planning Team

STUDENT SERVICES

A Parent's Introduction

to the

Individual Program Plan (IPP)



*"Creating Powerful
Learning
Environments"*

Wild Rose Public Schools

For More Information
Please Visit:

<http://www.wrsd.ca>