

## Child Study Team

### Goal Statement

The goal of the Child Study is to provide a process whereby a committee of school personnel and non-school personnel, as appropriate, meet to address the needs of individual students who are having difficulty in the educational setting. The Child Study Team will intervene in order to maintain the child in the regular education setting.

### Process

The Child Study Team reviews a student's past and present educational performance as well as other available data in order to make recommendations to meet that student's needs. The Child Study Team collaboratively to develop an intervention plan, which is implemented by the appropriate staff members within the established time frame. The student's response to the intervention plan will then be evaluated at a scheduled follow-up meeting. The results of the implementation of the team's recommendations will be documented and will guide future recommendations.

### Timeline

- Teachers will implement strategies and collect documents over a one-month period before referral to SST
- Team goal is to have all referrals processed by the end of the third nine weeks in order to avoid a backlog at the end of the year. This will ensure that interventions are in place before the end of the school year. Referrals should be made as soon as a month of interventions have occurred in the classroom.
- Parent is notified by teacher of referral by the day it is submitted
- Special Education Supervisor signs and dates referral
- Special Education Supervisor has ten school days to schedule a meeting
- Parent questionnaire is sent home for completion to be returned by the meeting date
- Meeting takes place and an intervention plan is created
- Interventions are implemented for 30 school days
- Within ten days of completion, a follow-up meeting will occur

