

What Should a Parent Do if They Disagree With the IEP?

Wherever possible disputes should be resolved as close to the local level as possible.

- The principal is responsible for arranging a meeting with the parent, teacher, student (as appropriate) and other relevant personnel to discuss the concerns and arrive at an agreed upon solution.
- If the dispute cannot be resolved at the school level, the principal will refer the matter to the Director of Student Support Services.
- If the dispute continues, the parent or student (if over the age of 18) may request in writing that the Chief Superintendent review the matter.
- If the matter is not resolved, a written request may be sent to the Board of Trustees for review.
- In those instances where the appeal process is not successful in resolving a dispute at the local level, the disagreement may be referred by either party to the Minister of Education.

Credits

The following sources were used in compiling this brochure:

**Manitoba Education and Training
Student Services website:
www.edu.gov.mb.ca/k12/specedu**

- "Student-Specific Planning: A Handbook for Developing and Implementing IEPs"
- "Working Together: A Handbook for Parents of Children with Special Needs in School"

Winnipeg School Division

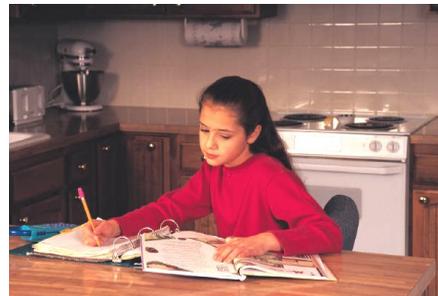
www.winnipeg.sd.ca/PROGRAMS/special-education

- Policy IGBA



Inclusion Support Services

Role of the Parent in the Individual Education Plan (IEP) Process



Inclusion Support Services

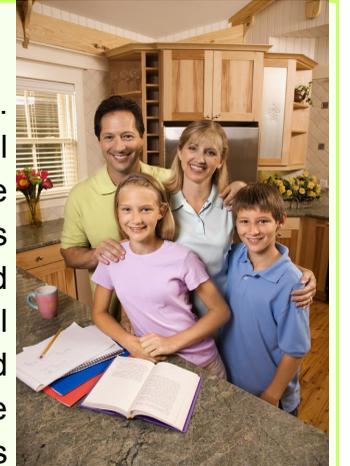
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The IEP and the Parent or Caregiver

Parents are advocates for their child's best interests. As members of the IEP team, parents and the school are equal partners. Parents contribute invaluable information about the student's learning approaches and interests. As a team, school personnel and parents need to work together to accomplish the goal of identifying and meeting the child's educational and support needs. The information that parents provide helps to ensure continuity in programming and plays an important role in reinforcing the goals of the IEP at home.



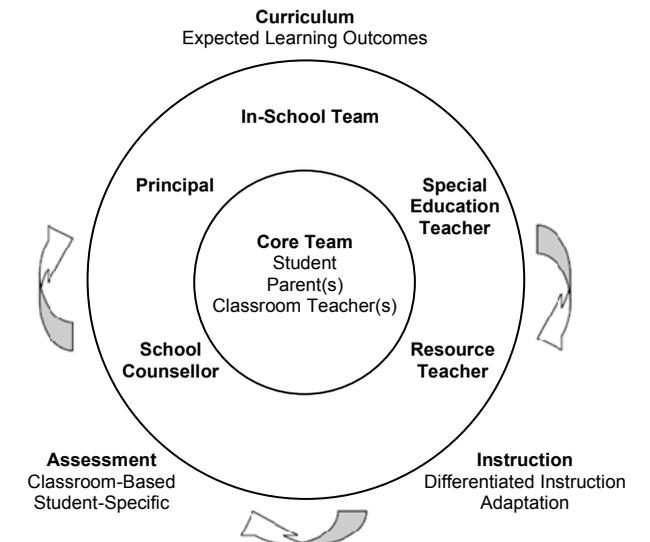
What is an IEP?

An IEP is the development of a program plan to help a student meet individual outcomes or goals that are relevant to the student's education. Each IEP is individual to the student for whom it is designed.

The IEP planning process:

- Identifies student's strengths.
- Identifies priorities for the student's individual educational needs.
- Provides a process for planning, updates and revisions.
- Provides information for assessment of growth.
- Assists in the coordination of services involved.
- Facilitates communication.

THE IN-SCHOOL TEAM EDUCATIONAL PLANNING PROCESS

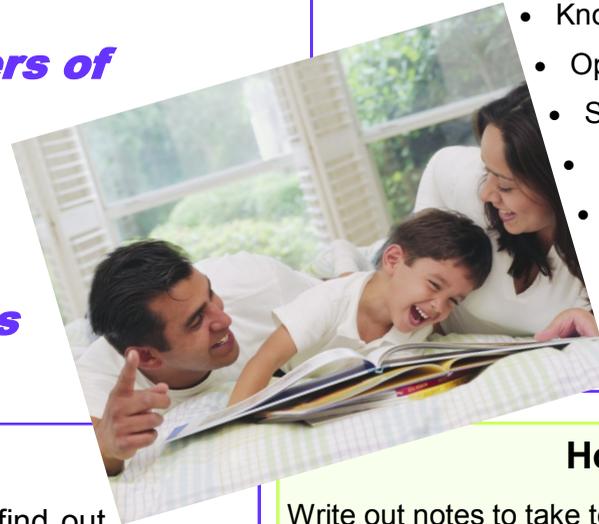


Who is Involved?

The student's team varies depending on the needs. A typical team may include:

- Parents/Student
- Classroom Teacher/Resource Teacher
- School Counsellor
- Principal (or designate)
- Clinical Support Services and/or School Therapy Services personnel
- Community Resources/Agencies.

**Parents are
Valuable
Members of
the
IEP
process**



How Can Parents Effectively Participate in the IEP Meeting?

- Make sure you are introduced to all participants and you understand what each member can contribute to your child's educational program.
- Know the purpose of the meeting.
- Openly share information that might help in planning for your child.
- Share your concerns directly.
- If you do not understand something, please ask for clarification.
- If you need time to reflect or collect more information on a topic, ask to have that discussion postponed.
- You have the right to bring an advocate.

Facilitating Meaningful Participation

- Prior to the meeting, the student's program manager should find out the parents' preferences and needs regarding a convenient meeting time.
- Prior to the meeting parents should be informed who will be in attendance .
- For parents whose first language is not English, the school team should inquire if an interpreter is required.
- Student's program manager should send home the information page at least two weeks prior to the scheduled meeting.
- Parents should be encouraged to bring an advocate if they wish.

How Can Parents Prepare for an IEP Meeting?

Write out notes to take to the meeting:

- Bring a list of topics you would like to be addressed
- Think about what you would like your child to accomplish (realistic yearly goals)
- Questions? Concerns?

Benefits of Parent Involvement

- Increases the teachers' understanding of the child's environment.
- Adds to parents' knowledge of child's educational setting.
- Improves communication between parents and the school.

What are the Key Issues in an IEP Meeting From a Parent's Perspective?

There should be common understanding as the meeting concludes:

- Name of the student's program manager
- Goals in the IEP are practical, realistic and clearly stated
- The method for evaluating progress has been defined
- Establish future date to review the IEP.

