



Observation, Assessment and Special Needs Policy

Teachers and staff at Ledyard Learners will follow the proceeding guidelines when observing children:

- Teachers and staff will observe behavioral incidents on a case to case basis
- During inappropriate behavioral episodes, attempts will be made to redirect the child and encourage participation in another activity, but no attempts to physically restrain the child will be made unless the child is at risk of endangering themselves or others
- Other children may be moved to another area if a child is reacting violently to a situation
- Teachers and staff will communicate verbally between each other about their concerns of a child
- Teachers and staff will discuss these concerns and observations with their supervisors
- Supervisors will inform families each day when those concerns present themselves
- If these concerns are recurrent or progressive, supervisors will discuss those observations with families during scheduled conferences
- During these conferences, strategies may be discussed to remedy the concerns and a written log may be kept to track the child's progress and/or response to strategies implemented
- Teachers and staff will be informed by their supervisors about new tools or strategies to use to further remedy the concerns of the child so that they are better able to accommodate the children's needs within their lesson plans and provide differential learning strategies
- Additional conferences may be scheduled to discuss the child's progress
- Working with the families as a team, social and educational providers may be asked to complete additional observations
- Referrals may be made to appropriate professionals, when needed