

## **MINISTRY OF EDUCATION**

### **PROVINCIAL EDUCATIONAL REVIEW COMMITTEE FOR DEAF STUDENTS**

#### **TERMS OF REFERENCE:**

The purposes of the Provincial Educational Review Committee for Deaf students are, upon the request of a school district, to:

1. Advise a district regarding the educational needs of a student who is deaf; and/or
2. Determine student's eligibility for admission to any of the Provincial Resource Programs for Deaf or hard of hearing students.
3. Recommend to the school district a specific Provincial Resource Program that best meets the educational needs of the student.

#### **COMMITTEE COMPOSITION:**

Members of the Provincial Education Review Committee for Deaf students are appointed by the Ministry of Education and shall include:

- one representative of the Ministry of Education;
- one representative from each of the school districts hosting a Provincial Resource Program for Deaf students;
- one representative of the Ministry for Children and Families with responsibility for the administration of the Victory Hill Residential Program; and
- one member at large;

The Ministry will appoint additional members as necessary to ensure that the following are represented:

- individuals who are deaf
- individuals with expertise in the education of deaf and hard of hearing students; and,
- an individual with administrative experience in programs for deaf students.

The Ministry representative will chair the Committee.

The Program Consultant of the Outreach Program, British Columbia Provincial School for the Deaf, will serve as the Secretariat to the Committee.

#### **OPERATING PROCEDURES:**

1. The Secretariat will accept referrals to the Committee only from the school district responsible for the student's educational program under the British Columbia *School Act*.

2. The referring school district will ensure the Educational Information Summary Form is completed and will gather all other relevant documents, prior to the Committee review.
3. The Secretariat will place the student's name on the agenda when the completed referral package is received from the school district. The package must contain written parent consent. ("Parent" will be used to represent parent or guardian in this document.)
4. The Secretariat will notify the Superintendent (or designate) of the referring school district of the time, date and location of the meeting. The school district will be required to present information on the student.
5. The referring school district will notify the parents of the time, date and location of the meeting. The school district may also invite the parents, and student when appropriate, to attend. Travel and other expenses are the responsibility of the referring school district and the parent.
6. Based on a review of all information available, the Committee will summarize the educational needs of the student. If requested by the district, it will also determine eligibility for admission or conditions which must be met prior to admission to one or more Provincial Resource Program.

The Committee will reach agreement by consensus, basing its decision on the stated criteria for program admission (see Appendices). Where consensus cannot be reached, a decision will be made by majority vote.

7. The quorum for the Committee shall be set at four voting members, including the chair. The chair may also cast a vote. When an appointed representative of the Ministry, Victory Hill Residential Program, or a school district is unable to attend a meeting, they may send a substitute. No other Committee members may send a substitute when they are unable to attend a meeting.
8. Within two working days of the Committee meeting the Secretariat will fax a statement of eligibility to the referring school district. If the student is eligible for a Provincial Resource Program, the fax will also state that applications to the Provincial Resource Program must be made in writing by the referring school district.
9. A written report will be sent to the Superintendent of the referring school district, and copies will be forwarded to:
  - the parent by the district,
  - the school district contact for the referral,
  - the Superintendent(s) of the school district(s) responsible for the Provincial Resource Program(s) for which the student has been deemed to be eligible to attend,
  - the principal(s) of the school(s) hosting the Provincial Resource Program(s) the student has been deemed eligible to attend.
10. At the request of the referring school district, students may enroll or transfer between Provincial Resource Programs for which they have been determined to be eligible.
11. New referrals to the Committee are required from a school district seeking a student's re-admission to a Provincial Resource Program, if a period of 24 months or more has elapsed since

the student attended the program. Decisions of the Committee remain valid for two years even if the student has not enrolled.

12. The Committee will review its recommendation(s) upon written request for appeal and submission of additional information. The appeal may be made by the referring school district, or the school district responsible for the management of the Provincial Resource Program in which the student is enrolled.
13. The Ministry will adjudicate the recommendations of the Committee upon written request from the referring school district, only after the Committee has reviewed its recommendation as outlined in point 12 of these procedures.

## APPENDIX I

### **CRITERIA FOR ELIGIBILITY FOR ADMISSION TO THE BRITISH COLUMBIA PROVINCIAL SCHOOL FOR THE DEAF IN S.D. NO. 41 (BURNABY):**

Students will be eligible for admission to the British Columbia Provincial School for the Deaf provided that:

1. They have a severe to profound bilateral sensori-neural hearing loss. Students whose hearing losses are less severe will be given consideration only if they present with significant and complex needs as a result of the hearing loss.
2. They are cognitively and physically able to use American Sign Language.
3. American Sign language is their preferred mode of communication and American Sign Language and English are required as languages of instruction.
4. They would benefit academically and socially from placement in a program with other deaf students and learning in small groups with other deaf signing children.
5. Their behaviour is such that they are not a danger to themselves or others.
6. The Program has or can acquire the necessary resources to meet the educational needs of the student.
7. In the opinion of the members of the Committee, the Provincial School for the Deaf is deemed to best meet the educational needs of the student.
8. In the opinion of the Committee, the student's home school district cannot reasonably be expected to provide a suitable educational program.

If, in the opinion of the members of the Committee, the student's home school district can reasonably be expected to provide a suitable educational program, the student will not be deemed eligible for a Provincial Resource Program. A decision of a district that the student does not fit into the district's current model for service delivery is not an acceptable rationale.

When, in the opinion of a student's home school district or the Provincial School for the Deaf, a student is no longer appropriately placed in the British Columbia Provincial School for the Deaf, he/she may be referred by the student's home school district or the Burnaby School District back to the Committee for a placement recommendation.

## **APPENDIX II**

### **CRITERIA FOR ELIGIBILITY FOR ADMISSION TO THE PROVINCIAL ORAL RESOURCE PROGRAM IN S.D. NO. 41 (BURNABY):**

Students will be eligible for admission to the Provincial Oral Resource Program for Secondary Students provided that:

1. They have a moderate to profound bilateral sensori-neural hearing loss.
2. Speech is their preferred mode of communication.
3. They would benefit academically and socially from placement in a program with other deaf or hard of hearing peers.
4. Their behaviour is such that they are not a danger to themselves or others.
5. An appropriate peer group of deaf and/or hard of hearing students is available in the Program.
6. The Program has or can acquire the necessary resources to meet the educational needs of the student.
7. In the opinion of the members of the Committee the Provincial Oral Resource Program is deemed to best meet the educational needs of the student.
8. In the opinion of the Committee, the student's home school district cannot reasonably be expected to provide a suitable educational program.

If, in the opinion of the members of the Committee, the student's home school district can reasonably be expected to provide a suitable educational program, the student will not be deemed eligible for the Provincial Oral Resource Program. A decision of a district that the student does not fit into the district's current model for service delivery is not an acceptable rationale.

When, in the opinion of a student's home school district or the Provincial Resource Program, a student is no longer appropriately placed in the program, she/he may be referred by the student's home school district or the Burnaby School District back to the Committee for a placement recommendation.

## **APPENDIX III**

### **CRITERIA FOR ELIGIBILITY FOR TO THE PROVINCIAL RESOURCE PROGRAMS FOR DEAF STUDENTS IN S.D. NO. 35 (LANGLEY):**

Students will be eligible for admission to the Provincial Resource Programs provided that:

1. They have a severe to profound bilateral sensori-neural hearing loss. Students whose hearing losses are less severe will be given consideration only if they present with significant and complex needs as a result of the hearing loss, and are reliant on sign language as a necessary part of their educational program.
2. They are cognitively and physically able to use American Sign Language.
3. Sign language is their preferred mode of communication and American Sign Language and English are required as languages of instruction.
4. They would benefit academically and socially from placement in a program with deaf students and benefit from learning in a small class using American Sign Language as the language of instruction.
5. Their behaviour is such that they are not a danger to themselves or others.
6. An appropriate peer group of deaf students is available in the Program.
7. The Program has or can acquire the necessary resources to meet the educational needs of the student.
8. In the opinion of the Committee the Provincial Resource Program is deemed to best meet the educational needs of the student.
9. In the opinion of the Committee, the student's home school district cannot reasonably be expected to provide a suitable educational program.

If, in the opinion of the members of the Committee, the student's home school district can reasonably be expected to provide a suitable educational program, the student will not be deemed eligible for the Provincial Resource Program. A decision of a district that the student does not fit into the district's current model for service delivery is not an acceptable rationale.

When, in the opinion of a student's home school district or the Provincial Resource Program a student is no longer appropriately placed in the program, he/she may be referred by the student's home school district or the Langley School District back to the Committee for a placement recommendation.

## APPENDIX IV

### **GUIDELINES FOR INTERIM PLACEMENTS**

*These guidelines are intended to give direction regarding acceptance of a student on an interim basis into one of the Provincial Resource Programs for Deaf students. It is recognized that the final decision of a student's interim placement rests with the school district to which application has been made.*

All referrals should be made in writing by the home school district.

An interim placement in a Provincial Resource Program is acceptable for a student coming from a self-contained program for deaf students when a student has moved to a district:

1. with no self-contained program for deaf students ; or
2. hosting a Provincial Resource Program for deaf students.

An interim placement is NOT to be considered before a Committee review when a student is:

1. currently enrolled or eligible for enrollment in a program for deaf students in British Columbia;
2. being served by an itinerant teacher of the deaf and hard-of-hearing; or
3. has not previously been in a program for deaf students.

In urgent situations not covered by the above Interim Placement Guidelines, interim placements may be authorized by the chair of the Provincial Educational Review Committee for Deaf students, in consultation with available Committee members.