

Policy and Procedures for the Provision of Special Circumstance Assistance as a Related service

Adopted by OSC April 24, 2015

SCA Evaluation

Parent/Teacher/Student Interviews

The district staff member(s) responsible for completing the SCA assessment shall complete the *SCA Teacher Interview* to further identify specific areas of concern. Additionally, the *SCA Parent Interview* and/or *SCA Student Interview* may also be completed, as appropriate.

Observational Evaluation

The district staff member(s) responsible for completing the SCA assessment shall conduct an evaluation using the *SCA Observation Evaluation*. The observation(s) shall identify and record strategies, materials, modifications, and/or accommodations currently in place to assist the student toward achieving IEP goals. Additionally, the district staff member(s) responsible for completing the SCA assessment may also complete the *SCA Review of Present Levels* and/or *Environmental Analysis* to gather additional information regarding the student's present levels and current needs.

SCA Evaluation Report

The district staff member(s) responsible for completing the SCA shall complete the *SCA Evaluation Report* utilizing all of the data collected during the referral process (*SCA Rubric, Review of IEP Goals, etc.*), interview(s), and observation(s).

SCA Evaluation Review

Following the receipt of parental consent to conduct a SCA evaluation, the IEP team shall review the results of the evaluation and recommendations at an IEP meeting within the applicable legal timeline. When an IEP team is considering SCA for a student, all aspects of the student's program shall be considered with the intent of maximizing student independence.

Periodic Reassessment of Need/Observational Review

The goal for all students with special needs is to encourage, promote, and maximize independence. Periodic observations and review of data may be required to assess the effectiveness of the provisions of additional assistance and adjust the level of support accordingly. The district may utilize the *Observational Review: Determination of Continued Need for SCA Services* when direct observation of the student is required to assist with the determination of continued need for SCA. The district shall conduct an observation(s) and complete the *Observational Review: Determination of Continued Need for SCA Services* following receipt of written parental consent to conduct an observation for the purposes of determining the appropriate levels of SCA support. An IEP meeting shall be held within the applicable legal timeline following the district's receipt of parental consent to conduct an assessment for the purposes of an *Observational Review*.

Annual Review

When a student receives SCA as a related service, the district shall conduct an evaluation to determine the continued need for a SCA in preparation for the next annual IEP meeting. The IEP team shall consider the student's progress on previous SCA IEP goals, present levels of educational performance, current needs, and independence when determining the appropriateness of SCA as a related service for the student.

