



Shawnee Mission East High School:
An International Baccalaureate World School
Inclusion Policy



Introduction and Purpose

The purpose of this document is to communicate to all stakeholders in the IB Community at Shawnee Mission East High School - Administration, Teachers, Students and parents - the program expectation for creating and maintaining an educational environment that is inclusive for all learners and as required by the International Baccalaureate Organization. Clear responsibilities for all stakeholders will be outlined and a discussion of the various accommodations that will be available to students and teachers will be provided. This document was crafted with information from the IBO Handbook of Procedures for the diploma Program, Programme Standards and Practices, Candidates with Special Assessment Needs, The Diploma Program: A Basis for Practice, The Diploma Program: From Principles to Practice (2009), and the IB Online Curriculum Center, online publications and resources. The document was created by the IB Diploma Program Coordinator and is supported by the IB Diploma Program faculty and administration.

Shawnee Mission East IB Diploma Program Philosophy

Shawnee Mission East High School serves the citizens of the SM East Attendance area. We aim to educate our student population by providing a range of programs to meet the needs of all individual students. As a High School within the Shawnee Mission School District, we adhere to the central mission of our Special Education Department as stated below:

"Special education in Shawnee Mission is specially designed instruction that enables students to make continuous progress in school. Special education services are present within each school and are an integral part of Shawnee Mission's comprehensive school system. specially designed instruction that enables students to make continuous progress in school. Special education services are present within each school and are an integral part of Shawnee Mission's comprehensive school system."

This mission statement is meant for all students and therefore the Shawnee Mission East IB Diploma Program is open to all students. It is a self selection program.

Shawnee Mission East supports the philosophy of the International Baccalaureate Organization that "all candidates should be allowed to demonstrate their ability under assessment conditions that are as fair as possible". To ensure that is the case,

Shawnee Mission East offers an array of accommodations for students found eligible to receive services. These individualized needs may include but are not limited to:

- Specific learning disabilities
- Communication and speech supports
- Social, Emotional and Behavioral supports
- Physical or medical disabilities

Any faculty member can identify a student for evaluation and assessment. The identification of students who are eligible for special education is a carefully managed process, guided by state, local and federal regulations. Evaluations required to make this determination are completed at the expense of the school system and only with parent permission. Teachers and parents are part of the team that evaluates students in need of services. An individual education plan (IEP) is developed for each student found eligible for services. This plan is reviewed at least annually.

All students experiencing academic and/or behavior difficulties may not have a disability or require specific education to meet their individual educational needs. In many cases, modifications to the regular education program will address a student's particular needs without resorting to evaluations or special education services.

Special Arrangements for IB Diploma Program Students

Any student that has either an IEP or a 504 plan is automatically eligible for special arrangements with the IBO to assist the candidate during their preparation of work for assessment and in their written examinations. In November of each year, after the IB exam registration period has ended, the IB Coordinator automatically files a D1 form with the IBO for any student with special needs that is enrolled in an IB Course. All accommodations for testing sessions must be submitted and approved by the IB Organization. Once the IB Coordinator learns of the decision of the IB, the students, parents and teachers involved will be informed. Special arrangements may include, but are not limited to:

- Additional Time
- Scribe
- Readers
- Prompters
- Modifications to examination papers or assignments
- Extensions to deadlines
- Assistance with practical work
- Exemption from one or more assessment components
- Other arrangement as recommended by committee recommendation, IEP/504 federal and state mandates

Shawnee Mission East High School encourages all students to come forward if they experience any adverse circumstances. The IB Coordinator will file the

necessary forms with the IB Organization.

Profession Development for IB Diploma Program Instructional Staff

Shawnee Mission East High School believes that inspired and informed teaching is the most important school-related factor influencing student achievement. To that end, SM East high school is committed to financially supporting ongoing professional development for all Instructional Staff. Teachers are actively encouraged to attend a wide range of workshops including Learner Profile, Special Needs, and Developing strategies that promote and support diverse learners in the Diploma Program. The Shawnee Mission School District is committed to funding teacher training at the discretion of the IB Diploma Program Coordinator.

Resources for Parents, Students and Instructional Staff

The SM East Special Education Department has a full-time division coordinator as well as ten full time members of the department who can provide assistance to staff and parents. The counseling department has five counselors with a reasonable caseload, two full-time social workers as well as support personnel to help students with special needs.

Special Educational Needs Policy Review

The IB Diploma Program Coordinator created this policy during the 2014-2015 school year. The members of the IB Diploma Program Teaching staff approved the policy. Starting with the 2015-2016 school year this policy will be evaluated annually by teachers in the IB Program, IB Coordinator, Member of the Student Services Team, Member of the Special Education Department and Head of School Administrator. It is the responsibility of the IB Coordinator to ensure the success of the special education needs policy review.

Policy reviewed by the following team on September 12, 2025

Pamela James

Jennifer Hunter

Elizabeth Landry (Coordinator)

Kristoffer Barikmo (Head of School)