



ALN (Additional Learning Needs) PARENT HANDBOOK

2026-2027

Helping Students with Additional Learning Needs to Flourish

Taipei European School British Primary Section (BPS)

BPS Approach to Additional Learning Needs (ALN)

We are delighted to welcome your family to the Taipei European School (TES) community, and we look forward to partnering with you. As a school, we strive to cultivate a supportive community where every student feels safe and can flourish in their cognitive, social, and emotional development.

We recognise that every child possesses unique knowledge, skills and understanding, which may influence the instructional approach they require. Our commitment to inclusion is reflected in our diverse range of educational strategies and interventions designed to meet the varying needs of all learners. In the British Primary Section (BPS) at TES, we offer these services through our Additional Learning Needs (ALN) Department.

Neurodiversity and Barriers to Learning

Barriers to learning are often presented in students with challenges or identified with neurodiverse conditions. The staff in the ALN Department are qualified and experienced in working with students with neurodiversity. Our ALN team participates in ongoing professional development and collaborates with external experts in relevant fields to provide comprehensive support for our students.

What happens if a child is identified at Admissions?

During the application process, if the applicant has received academic support or specialist intervention in previous settings, the Admissions Department will seek advice from the Additional Learning Needs Coordinator (ALNCo). Information from the child's previous school and further documentation will be requested, which may include:

- Additional school reports
- Medical records and information about medication taken regularly
- Previous Individual Education Plans (IEPs)
- Educational Psychological Assessment Reports
- Intervention reports from external agencies, including Occupational Therapists, Speech and Language Pathologists, Paediatricians, and/ or clinical/ medical multi-disciplinary teams

If your child is already in Taipei, they may be invited for an interview and/or trial at our school. All relevant reports and documentation are essential for a confidential review to determine if BPS is equipped and prepared to adequately address your child's needs. Parental involvement is crucial; failure to provide all pertinent information during the application may lead to a review of your child's admissibility at any time.

Identification of Additional Learning Needs Throughout a Student's Schooling

A student's need for additional support may be raised by their class teacher, using prior schooling information, curriculum assessment data, and formative assessments conducted throughout the academic year. *Detailed procedures for identifying and referring students for ALN support can be found in Appendix A.*

Home-school collaboration is paramount to the success of the students' learning. Parents will be kept informed and consulted during the monitoring process. Recommended class observations and screenings may take place. Team Around the Child (TAC) is a collaboration between the child's Parents/guardians, classroom teachers, ALN team and specialists. All collected information will be shared at a TAC meeting to review findings and discuss recommendations.

Should an educational psychological assessment be deemed necessary, this will involve an external, registered educational psychologist, who will conduct various tests and provide a comprehensive report. The school will assist in finding the best match for the student, and the relevant fees will be incurred by the parents.

Individual Education Plan (IEP) is a working document that addresses a student's overall learning needs, specifying learning targets, support structure, strategies and resources. The plan is reviewed regularly to monitor progress. Parental partnership and commitment are vital elements in the development of an IEP.

Levels of support offered in the British Primary Section

There is no additional fee for support at Tier 1, the universal level. However, for students requiring supplementary support, such as Learning Support or English as an Additional Language at a higher level, parents will incur extra charges. The needs of all children are assessed continuously, and the provision level is reviewed accordingly. The breakdown of charges for ALN services is provided below, and further information can be found in the [TES Admissions Policy](#).

Tier 1 - Universal (Core Classroom Instruction)

- Additional in-class support from LSA/LA for up to one term
- Small group instruction/intervention for up to one term
- 1:1 Social-emotional programme for up to one term

Tier 2 - Targeted Intervention (Supplemental & Targeted Instruction from the ALN Team)

* The students have an Individual Education Plan (IEP) that is reviewed termly

- Band 1 - Ongoing additional support, either in-class or pull-out sessions, from LSA/LA up to 3 hours weekly. Focus on one subject/area of concern.
- Band 2 - Intervention and support with a focus on two subjects/areas of concern. Weekly 3~5 hours additional support, combined between in-class and pull-out sessions.
- Band 3 - Intervention and support are guided by the IEP and the recommendations from a recent Educational-Psychological assessment. Weekly 5~9 hours of support is provided.
- Band 4 - Intervention and support are guided by the IEP and the recommendations from a recent Educational-Psychological assessment. Weekly 9~14 hours of support is provided.

Tier 3 - Intensive Individual Intervention

- Band 5 - Support is guided by the IEP, with recommended accommodations/ modifications of learning from the educational psychological assessment. Weekly 14~20 hours of support are provided.
- Band 6 - Full-time 1:1 support guided by IEP with a tailored structure of learning from the educational psychological assessment.

New Cat.	New Band	Weekly Designated Hours	Pre-school & Primary	Secondary	High School
Tier 2	Band 1	Below (incl.) 3 hours	29,000	40,000	52,000
Tier 2	Band 2	3-5 (incl.) hours	57,000	80,000	103,000
Tier 2	Band 3	5-9 (incl.) hours	103,000	144,000	184,000
Tier 2	Band 4	9-14 (incl.) hours	142,000	200,000	256,000
Tier 3	Band 5	14-20 (incl.) hours	205,000	287,000	370,000
Tier 3	Band 6*	20 hours and up	364,000	433,000	450,000

*For special cases that the services exceed TES regular standards, an agreement will be drawn up between the parents, teacher/assistant and the school and the fee may vary.



◀ TES Admissions Policy



◀ TES School Fee Policy