

Who's Who in the BC Education System

(Understanding the Roles in Your Child's Education)

Classroom Teacher

- Plans instruction and assessments
- Differentiates lessons for diverse learners
- Works with specialists to support IEP goals

Educational Assistant (EA)

- Supports access to learning under teacher's direction
- Assists with regulation, safety, and independence
- Does **not** replace the teacher

Case Manager / Learning Support Teacher

- Coordinates the IEP process
- Monitors goals and shares progress with parents
- Connect classroom staff with specialists

School-Based Team (SBT)

- Principal/Vice-Principal, teachers, specialists meet to review student needs
- Provides strategies and recommends supports

District Specialists

- Speech-Language Pathologists, Occupational Therapists, Psychologists, etc.
- Offer assessment, consultation, and program recommendations

Parents/Caregivers

- Experts on your child's strengths, interests, and needs
- Key members of the IEP team
- Advocates for collaboration and accountability

Parent IEP Prep Checklist

(Before, During, After the Meeting)

✓ Before the Meeting

- Review past IEP/goals and note progress
- Gather recent assessments, report cards, or therapist notes
- Write down your child's **strengths, interests, and motivators**
- Make a short list of top 2–3 priorities for the year

✓ During the Meeting

- Share your child's strengths first
- Ask questions like:
 - *"How will this goal be measured?"*
 - *"Who will support this goal?"*
 - *"How often will progress be shared?"*
- Take notes (or bring a support person to do so)
- Make sure responsibilities are clearly assigned

✓ After the Meeting

- Request a copy of the IEP
- Track your child's progress at home and school
- Communicate regularly with the case manager/teacher
- If the plan isn't followed, request a follow-up meeting

Top 5 Questions to Ask at IEP Meetings

1. “What are my child’s strengths and how will they be built into the plan?”
2. “How will progress on goals be measured and reported to me?”
3. “Who will provide the support and how will it look day-to-day?”
4. “What strategies can we use at home to support these goals?”
5. “When will we meet again to review progress?”

Parent Resources & Supports in BC/Community

Provincial Organizations

- **Inclusion BC** – advocacy, resources, parent connections
- **BCEdAccess** – parent-led group supporting inclusive education
- **Representative for Children and Youth (RCY)** – advocacy for children’s rights
- **POPARD**
- **POPFASD**

School & District

- School Based Team Meeting or External School Based Team Meeting (School Level)
- District inclusion or learning services department (Deanna Brady or Lise Hyam)
- PAC/DPAC – connect with parent advisory groups
- **See Slide deck on Parent Resource Page for further information specific to our community**

Other Supports

- **SET-BC** – assistive technology support in schools
- **At Home Program (MCFD)** – medical & respite supports
- Local therapy providers, counselling services, respite programs