



## **STUDENT SERVICES 13 – Out of System Placement of Resident Students**

Date: Sept. 27, 2010 Revised: Feb. 23, 2016 Responsible Administrator: Associate Superintendent Ed. Services

---

### **1.0 RATIONALE**

Whenever the recognized special education needs of a grade 1 to 12 student cannot be adequately served within the system, consideration is given to the placement of the student in a school or programming outside the system that will adequately serve the recognized needs of the student.

### **2.0 PROCESS**

2.1 Placement of a grade 1-12 student outside of the system is determined by the Superintendent or designate.

### **3.0 PROCEDURES**

3.1 Requests are directed to the Director of Learning Support for recommendation.

3.2 The Superintendent, or designate, may request written application for special needs education programming placement by the parent or guardian of a grade 1 to 12 student for review.

3.3 The Director of Learning Support will assist in the investigation of potential placements to determine the most reasonable alternatives for programming with consideration of student need, accessibility and associated costs.

3.4 The Director of Learning Support will arrange the placement and transportation.

3.5 If placement is declined, then the Superintendent, or designate, will forward a letter to the student's parent or guardian advising them of the decision, and their right to appeal this decision.

---

References: *Board Policy: G//2 Out of System Placement of Resident Students*