

# Getting Ready to go to school

**1** Discuss options with your Resource Consultant  
December and early January

**2** Register for school  
January/February

**3** Develop a plan  
February/March

**4** Collaborate and make decisions  
March to June

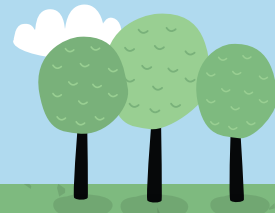
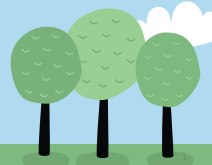
**5** Prepare for school  
July/August

**6** Before starting school  
Late August

**7** Start school  
September/October

  
Services à l'enfance  
**Andrew Fleck**  
Children's Services  
since - depuis  
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### Discuss options with your Resource Consultant – December and early January

1

- Contact your Resource Consultant to discuss your child's transition to school. If your child has physical / mobility needs, contact the School Liaison from CHEO.
- Collect your child's most up-to-date assessments and reports to be added to your child's Ontario Student Record.
- Make arrangements for before and/or after school care, if needed.

### Register for school – January/February

2

- Register your child at your home school – bring all necessary current documents and assessments (e.g. TSP, Assessments). Plan to meet with the Principal, Resource Teacher (RT)/Learning Support Teacher (LST) to share information. Your Resource Consultant can accompany you. Advise the Principal in advance.
- Complete Release of Information forms so your child's support team can communicate (e.g. school, CHEO, CISS).

### Develop a plan – February/March

3

- Ask the Principal if an observation of your child will be done before school starts.
- If you wish to consider a special placement, contact the Principal.

### Collaborate and make decisions – March to June

4

- If applicable, ask the Principal if a decision regarding your request for a specialized class placement has been made. Plan to visit the various class placements that the school is offering your child. Contact the Principal to say which placement you want for your child.
- Attend school meetings to share information about your child, to discuss strengths and needs and useful strategies to make the transition to school successful. A Resource Consultant can attend this meeting, advise the school in advance.
- Follow up with CHEO/private therapists to ensure assessments are updated and referrals are made to Champlain LHIN (Local Health Integration Network), if applicable.
- Participate in parent information sessions and other school events, when available (e.g. meet and greet with teachers, open houses, etc).
- Ask the school to prepare a photo album of the school and class environments.

### At any point during the transition to school process

- A meeting with the Identification Placement and Review Committee (IPRC) can be scheduled to identify your child as a pupil with exceptionalities and to determine their needs and their placement.
- Establish positive relationships with the school staff. Celebrate successes.
- Organize or attend meetings such as IPRC, case conference, IEP revisions.

### Prepare for school – July/August

5

- Visit and explore the school outdoor playground.
- Provide a video or a written description on how your child participates in different activities.
- Complete "Let me introduce myself" document (optional).

### Before starting school – Late August

6

- Practice new routines with personal belongings and school supplies (e.g. backpack, lunchbox, indoor/outdoor shoes).
- Confirm transportation arrangements.
- Confirm before and after school care.
- Visit the school, meet the teacher, visit the classrooms, cubby, washroom, gym and main office. This will allow you to take pictures, if needed.

### School start– September/October

7

- Collaborate with the school staff to develop an Individualized Education Plan (IEP) within the first 30 days, as required by the Ministry of Education.

# Here are questions to consider to help guide conversations during the transition to school

## 1. During the discussions with your Resource Consultant

- Are there information sessions that I can attend to support my child's transition to school?
- Can you help me know what to do to register my child for school? Who else might be able help me with this?
- How can my child's support team help me with this process (e.g. CHEO, private therapists)?
- What are my options for before and after school care at the school or outside the school? How can I register my child?

1

## 2. While registering at your home school

- Ask the school Principal:
  - If I am unable to register my child online, is there another way to complete the registration form?
  - After registration, when and how would be best to share relevant information about my child?
  - Who will be included in meetings about my child? Advise Principal who else you would like to be at these meetings (e.g. Resource Consultant, supportive family member or friend).
  - Can I choose the type of placement for my child (e.g. regular class or specialized class)?

2

## 3. When developing a plan for the transition to school

- Will there be an observation of my child by the school or school board team? How will I be advised? Will these observations be shared with me?
- How do you determine how much support my child needs in the classroom (e.g. Educational Assistant - Resource Teacher/Learning Support Teacher)?
- Will my child receive speech therapy services (directly or by consultation)?
- If my child is placed in a specialized class, can they return to regular class?
- If my child's school placement is not at our home school, could there be transportation to before and after care (e.g. School Age Program, home care provider)?

3

## 4. During the collaboration & decision process

- What resources are available to my child and their school team to promote a successful start to school?
- If applicable, when and how will the school let us know if a specialized placement is to be offered?

4

## 5. While preparing for school

- Ask your Resource Consultant:
  - What other supports and/or resources can you provide (e.g. Progress Report, library resources, etc.)?

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## 6. Before school starts

- Ask the Teacher:
  - What is the best way to communicate with you?
  - What information will be communicated about my child and how will this be shared?

6

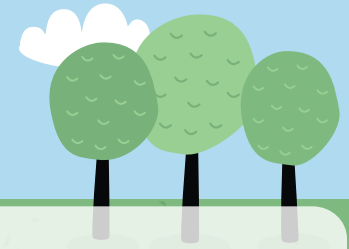
## 7. When school starts

- Ask the Teacher:
  - Can you send resources/strategies that work for my child at school for us to use at home as well?
  - When and how can I provide input for my child's Individualized Education Plan (IEP)?

7



# Resources for parents and tutors



## School Boards:

### Ottawa-Carleton District School Board

Registration: [www.ocdsb.ca/cms/one.aspx?portalId=55478&pageId=209831](http://www.ocdsb.ca/cms/one.aspx?portalId=55478&pageId=209831)  
Learning Support Services: [www.ocdsb.ca/cms/one.aspx?portalId=55478&pageId=163863](http://www.ocdsb.ca/cms/one.aspx?portalId=55478&pageId=163863)

### Ottawa Catholic School Board

Registration: [www.ocsb.ca/register/](http://www.ocsb.ca/register/)  
Special Education and Student Services: [www.ocsb.ca/special-ed/](http://www.ocsb.ca/special-ed/)

### CEPEO – conseil des écoles publiques de l'Est de l'Ontario

Inscription: <https://cepeo.on.ca/inscription/elementaire/je-minscris/>  
Enfance en difficulté: [www.cepeo.on.ca/services/services-aux-eleves/services-aux-eleves-ayant-des-besoins-particuliers/](http://www.cepeo.on.ca/services/services-aux-eleves/services-aux-eleves-ayant-des-besoins-particuliers/)

### CECCE – conseil des écoles catholiques du Centre-Est

Inscription: [www.ecolecatholique.ca/fr/Inscription\\_218/Inscription\\_1371](http://www.ecolecatholique.ca/fr/Inscription_218/Inscription_1371)  
Enfance en difficulté: [www.ecolecatholique.ca/fr/Enfance-En-Difficulte\\_18](http://www.ecolecatholique.ca/fr/Enfance-En-Difficulte_18)

## Activities for Children:

### Resources on reading and counting for English families sending their kids to French school

<https://www.lecentre franco.ca/lire-et-compter/english/>

### Story : My First Day of School

[http://ressources.cforp.ca/fichiers/outils/lire-et-compter/reading-and-counting\\_2018.pdf](http://ressources.cforp.ca/fichiers/outils/lire-et-compter/reading-and-counting_2018.pdf)



## Resources:

**CISS Newsletter:** [www.cissnewsletter.ca](http://www.cissnewsletter.ca)

### Facebook INCLUSION OTTAWA Page

[www.facebook.com/InclusionOttawa/](http://www.facebook.com/InclusionOttawa/)

### CISS Resource Library

Many books available to borrow.  
Search our online catalog at: [www.cisslibrary-bibliosije.ca](http://www.cisslibrary-bibliosije.ca)

Ex:



### Advocacy Resources

<http://www.edu.gov.on.ca/eng/parents/speced.html>

### Shared Solutions - A Guide to Preventing and Resolving Conflicts

<http://www.edu.gov.on.ca/eng/general/elemsec/speced/shared.pdf>

### Preparing Your Child for Kindergarten

[www.edu.gov.on.ca/eng/multi/english/fdk\\_fs\\_preparing\\_your\\_child\\_en.pdf](http://www.edu.gov.on.ca/eng/multi/english/fdk_fs_preparing_your_child_en.pdf)

### Full Day Kindergarten: A Question and Answer Guide for Parents

[www.edu.gov.on.ca/eng/multi/english/FDKFactSheetEN.pdf](http://www.edu.gov.on.ca/eng/multi/english/FDKFactSheetEN.pdf)

**Rules:** <https://www.ontario.ca/laws/statute/90e02>

### Before and After School Care

Child Care Registry and Waitlist for City of Ottawa  
<http://ottawa.ca/childcare/> / Or contact 311

