

EEB3 : Educational Support Policy

Levels of support nursery and primary cycles / Management of educational support, internal documentation and communication

Our support policy is based on the official document: 2012-05-D-15-en-9 "Provision of Educational Support in the European Schools – Procedural document", approved by the Board of Governors in December 2012.

1. Levels of support nursery and primary cycles

The philosophy of the Educational Support Policy is that any child may need a form of support. Only the intensity of support differs.

We distinguish between :

1. General support
2. Moderate support
3. Intensive support

KEY PERSONNEL		
Deputy Director of Nursery / Primary	Ms. Kamila Malik	kamila.malik@eursc.eu
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Section Support Coordinator	CS Ms. Martina Klimova DE Ms. Manuela Hafner EL Ms. Filitsa Prepoutsidou EN Ms. Isabelle Mallia ES Ms. Amparo Castellano FR Ms. Florence Laurieux NL Ms. Christel Bruyninx	martina.klimova@teacher.eursc.eu manuela-claudia.hafner@teacher.eursc.eu filitsa.prepoutsidou@teacher.eursc.eu isabelle.mallia@teacher.eursc.eu amparo.castellano@teacher.eursc.eu florence.laurieux@teacher.eursc.eu christel.bruyninx@teacher.eursc.eu
Main Support Coordinator	Ms. Delphine Mourgues	delphine.mourgues@teacher.eursc.eu

DIFFERENTIATED CLASS TEACHING	
When	Throughout the school year
How	Individual or group
Procedure	Differenciated work is managed by the class teacher
Communication School/Parents	When applicable, class teachers will always inform parents/pupil's legal representatives.

If more support is needed :

GENERAL SUPPORT	
When	From the beginning of October to the start of the May holiday
How	Group support : in or out of class
Procedure	Based on a request made during the end of year class council, or following initial evaluations made during the month of September, or when necessary at any other moment during the school year. The Group Learning Plan (GLP) is created by the support teacher in consultation with the class teacher and the support coordinator.
Who provides General support	The support teacher in liaison with the class teacher
Communication School/Parents	At the beginning of October parents/pupil's legal representatives must check SMS to see if their child is receiving support. They may then contact the class or support teacher for further information. Indications in SMS : JL1 first language, JL2 second language, JMA mathematics, JEP Physical education

If more support is needed :

MODERATE SUPPORT	
When	From September on : based on the request made during end of year class council linked to difficulties evident of the school report Or From the start of December on : after the <i>carnet scolaire</i> meeting based on the evaluations made during the first part of the school year
How	Individual support : in or out of class
Procedure	Based on a request made during the end of year class council, or following initial evaluations made during the month of September, or when necessary at any other moment during the school year. The Individual Learning Plan (ILP) is created by the support teacher in consultation with the class teacher and the support coordinator.
Who provides Moderate support	The support teacher in liaison with the class teacher
Communication School/Parents	At the beginning of a new school year parents/pupil's legal representatives must check SMS to see if their child is receiving Moderate support. When General support changes to Moderate support, parents will be informed of this change by the teacher who has made the request. Indications in SMS : KL1 first language, KL2 second language, KMA mathematics, KEP Physical education

If more support is needed :

INTENSIVE SUPPORT A	
When	From the beginning of September on: based on a signed ISA convention Or From the beginning of March on: after the February report (difficulties must be highlighted in the school report based on the signed ISA convention)
How	Individual support : in class or out of class with a support teacher and/or with an assistant in class
Procedure	In order for Intensive Support A to be initiated after a meeting with the Deputy Director, the support coordinator and the class teacher, parents/pupil's legal representatives must submit a multi -disciplinary (medical/psychological/psycho-educational) report.
Who provides Intensive support	Intensive support A is managed by the support teacher in liaison with the class teacher.
Communication School/Parents	Parents/pupil's representatives are invited to a meeting by the Deputy Director at which the intensive support teacher/coordinator and the class teacher are also present. Intensive support is explained and discussed. Indications in SMS : XL1 first language, XL2 second language, XMA mathematics, XEP Physical education.

INTENSIVE SUPPORT B	
When	The support is given to pupils new in the European School system who experience significant difficulties when starting school. Pupils receive support from the moment they start school until the school receives the results of an expert assessment.
How	Individual short term basis /in class or out of class with support teacher
Procedure	This is initiated once parents/legal representatives have signed a copy of the ISB agreement in a meeting with the Deputy Director, the support coordinator, and the class teacher.
Who provides Intensive support	Intensive support B is managed by the class teacher in liaison with the support teacher or assistant.
Communication School/Parents	Parents/pupil's representatives are invited to a meeting by the Deputy Director at which intensive support teacher/coordinator and the class teacher are also present. Intensive support is explained and discussed. Indications in SMS : YL1 first language, YL2 second language, YMA mathematics, YEP Physical education