

Ontario Association for Families of Children with Communication Disorders



F: School Years

Checklist for Preparing for an I.P.R.C. Meeting (Identification, Placement and Review Committee)

- ✓ Speak to the principal, teachers, and professionals working with your child.
- ✓ Ask if you can receive information on the I.P.R.C. role and process.
- ✓ Find out who is going to attend for the board. Do any of them know your child through daily interaction?
- ✓ Look at your child's Ontario School Record (O.S.R.) and review copies of any recent assessments and reports.
- ✓ Ask if you can attend the in-school team meeting to discuss your child's progress.
- ✓ Request that you be informed beforehand of any assessments or observations of your child by board staff. (Remember that most assessments require your consent.)
- ✓ Set up a file to keep all documents organized.
- ✓ Obtain a copy of your board's Special Education Plan to see what options are available for your child's exceptionality.
- ✓ If you are told that "it can't be done" find at least one example of another child receiving what you want for your child. It's better if the example is in your board, but use any that you can find.

At the I.P.R.C. Meeting

- ✓ Come to the meeting well prepared and informed.
- ✓ Bring a photo of your child or an item of work to keep everyone focused on your child's strengths.

- ✓ Ask a partner, friend or advocate to attend the meeting with you. This person can make notes during the meeting or help ask questions on your behalf.
- ✓ Ask questions if you do not understand what is being said, or if you are unfamiliar with the words and terms being used.
- ✓ If you become upset or emotional, ask for a short break in the meeting, or arrange to meet again at a future date.
- ✓ Make sure you understand any documents you may be asked to sign. Read them carefully, or ask to take them home to consider and discuss with your family.