



**INCLUSIVE EDUCATION
ACCESSING EDUCATION SUPPORT SERVICES**

Category: Educational Services

Effective: March 2015
Revised July 2026

Policy Statement

Anglophone West School District has established clearly articulated processes for parent(s)/guardian(s) to access school-based and District Education Support Services for their children. The District encourages all schools to meet with the parent(s)/guardian(s) of children with exceptionalities requiring additional support to develop a plan prior to the child attending school.

Procedures

1. Pre-school children identified as needing extra support:
 - a. As needed, the school-based Education Support Services Team (ESST) will meet with parents/guardians and relevant external agencies to support a preschool child's transition to Kindergarten prior to the child's entry into school.
 - b. The school-based Education Support Services Team may request consultation from the District-based Education Support Services Team regarding transition planning, as needed.
2. School age children identified as needing extra support transferring into district:
 - a. The District shall encourage parent(s)/guardian(s) of children requiring extra support to schedule a meeting with the Education Support Services Team at their zoned school prior to school starting.
 - b. The school-based Education Support Services Team may request consultation from the District-based Education Support Services Team regarding transition planning, as needed
3. School age children identified as needing extra support already enrolled in District schools:
 - a. The Classroom Teacher shall, after consultation with parent(s)/guardian(s), make a referral to the school-based Education Support Services Team when they have reason to believe that a student may require additional support.
 - b. In conjunction with the classroom teacher, the school-based Education Support Services Team will determine who will provide support and identify the appropriate support required. This may include, but is not limited to, data collection, assessments, and program development.
 - c. The school-based Education Support Services Team, in consultation with the Classroom Teacher, may request consultation from District-based Education Support Services if all appropriate school-based supports and interventions have been implemented and exhausted.

Reference

- New Brunswick [Education Act](#)
- [Guidelines and Standards – Educational Planning for Students with Diverse Needs, Department of Education](#), NB, 2015



ASD-W
Anglophone School District West

POLICY NO. ASD-W-350-3

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- Department of Education and Early Childhood Development [Policy 322](#)

Appendices

- [ASD-W Policy 350-3A: Accessing Educational Support - Consent to Release Personal Information](#)