

# GUIDELINES FOR STUDENTS WITH SPECIAL NEEDS



## GUIDELINES



Guidelines for Schools and



Guidelines for Parents



# Students with Special Needs

## Guidelines for School and Teachers



Common ways that schools and teachers can deliver online learning during school closures:

- 1. Individual Educational Plan (IEP)**
- 2. Online and Home Learning Package**
- 3. School-Based Team including specialists from the Special Education Unit**
- 4. Training**



\*The Special Education Unit provides direct support to teachers of students who have been referred. Teachers are advised to reference the pre-referral checklist shared with respective Special Educational Needs Assistance (SENA) teachers (primary) to determine the suitability of the referral. Following, a referral form may be completed and submitted to the Special Education Unit together with the required documents.



# 1

## Individual Educational Plan (IEP)

Reference students' IEP to establish **how students needs could be met** and how to plan students' learning while at home.

The IEP assist teachers **to determine the customised learning resources or materials required by students.**

This also allows for a more efficient coordination of services and support among available human resource to support students with special needs.

The image shows a sample Individual Educational Plan (IEP) form. The form is titled "RANCANGAN PENDIDIKAN INDIVIDU (RPI) / INDIVIDUAL EDUCATION PLAN (IEP)". It includes sections for "MAKLUMAT PELAJAR / STUDENT'S INFORMATION", "Diagnosis / Diagnosis", "Sasaran / Objectives", and "Tindakan / Interventions". It also has fields for "Guru Besar / Principal", "Pencapaian / Signature", and "Tarikh / Date".



For students who have been referred but do not have an IEP, schools may have further discussions with specialists at SEU to determine the way forward.

# 2

## Online and Home Learning Package

Special Educational Needs Assistance (SENA) Teachers, Home Room Teachers, and Resource teachers with assistance from Teacher Aides develop **online teaching materials** as well as take away home learning packages for students based on their IEP.

A **compilation of online resources and reference materials** have been made available by Specialists at the Special Education Unit.



# Online Materials



Click on the download icon  
to access the documents

**Info on Special Education Unit**



**Dyslexia**



**Educational Psychology Services**



**Gifted Education Programmes and Services**



**Hearing Impairment**



**Learning Assistance Programme**



**Occupational Therapy**



**Pre-Vocational**



**Speech & Language Therapy**



**Special Needs Support Services**



**Visual Impairment**



# 3

## School Based Teams (SBT)



Members of SBT for the student continues to be a relevant group that **ensures continuous development** for students and appropriate support may be provided.



Support from specialists at the Special Education Unit is also available through **online platforms** as well as telecommunications.



Schools are also advised to utilise the **pre-referral checklists** shared with SENA teachers (primary).

# 4

## Training

Online training by Special Education Unit (SEU) through **Brunei Darussalam Teacher's Academy (BDTA)** are also made **available for teachers** to further hone their skills and teach more effectively during these different times.



# Students with Special Needs

## Guidelines for Parents



In addition to the general Guidelines for Parents earlier, specific for students with Special Needs, the following are recommended for parents.

- 1. Continuing of Individual Education Plan (IEP)**
- 2. Active Communication and discussion of concerns with teachers including SENA/Home Room Teacher/Resource Teacher**
- 3. Customised resources for students learning**



\*The Special Education Unit provides direct and indirect support to parents of students who have been referred. If your child has not been referred, parents are advised to first discuss their concerns with school, submit to SEU a completed referral form through school with the required documents.





# 1

## Continuity of Individual Educational Plan (IEP)

Your child's IEP informs about **the long term objectives** as well as the **short term objectives** for your child.

It will also contain **strategies** on how to help your child, what has worked in school, and how teachers are helping your child to learn.

Importantly, it details the **expected skills** to be learned. Hence, it is important to continue their individual learning journey that has been uniquely planned for them.



Copies may be obtained from school.

# 2

## Communication with Teachers



**Teachers continue to be your resource.**

Depending on where your child learns, whether in the mainstream classroom or Learning Assistance Centers or Model Inclusive Schools (MIS) or Center of Excellence (CoE) or Pre-Vocational Program, and the time they spend in these classes, teachers in these settings would be able to provide you with a better idea of the different expectations for your child.



**Regular communication** between yourselves and teachers can help to continue the growth in your child's unique learning journey.

# 3

## School Based Teams (SBT)



As a parent, you are also a member of the SBT for your child.

If you have any queries, it is best to first **seek clarification from teachers\***. They will provide you with as much support as they are able.



Should you require more, teachers\* will initiate direct initial contact between yourselves and specialists at the Special Education Unit.



\* SENA teachers, Home Room Teachers, and Resource Teachers



FOR MORE INFO ON  
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