



# **INCLUSION Policy**

Approved by: Board of Directors, January 2018

Last review on: April 2022  
Next review due by: April 2023

“Inclusion is the process that helps to overcome the barriers that limit presence, student participation and achievement ”

*A guide for ensuring inclusion and equity in education (UNESCO)*

At St Peter's School we start from inclusion so that all students in our center, with or without SEN, have the opportunity to receive an optimal and quality education.

We understand Special and / or Specific Educational Needs (SEN) within the school context, as the set of characteristics and needs that require emotional support, guidance and / or pedagogical diversification in order to achieve the total inclusion of the student in the classroom and to be able to attend to their needs. It works to achieve an optimal qualitative result in the teaching-learning process within the school curriculum.

In SEN, there are difficulties in the development of the teaching-learning process, either at an academic or psychological level, as well as high capacities.

The entire multidisciplinary team of the school encourages the personal and integral development of the student so as to achieve an optimal development of their process.

## **Objectives**

### **General objective**

To achieve the inclusion and maximum academic performance of all students with SEN within the class group, with maximum efficiency in respect to the teaching- learning process within the school.

### **Specific objectives**

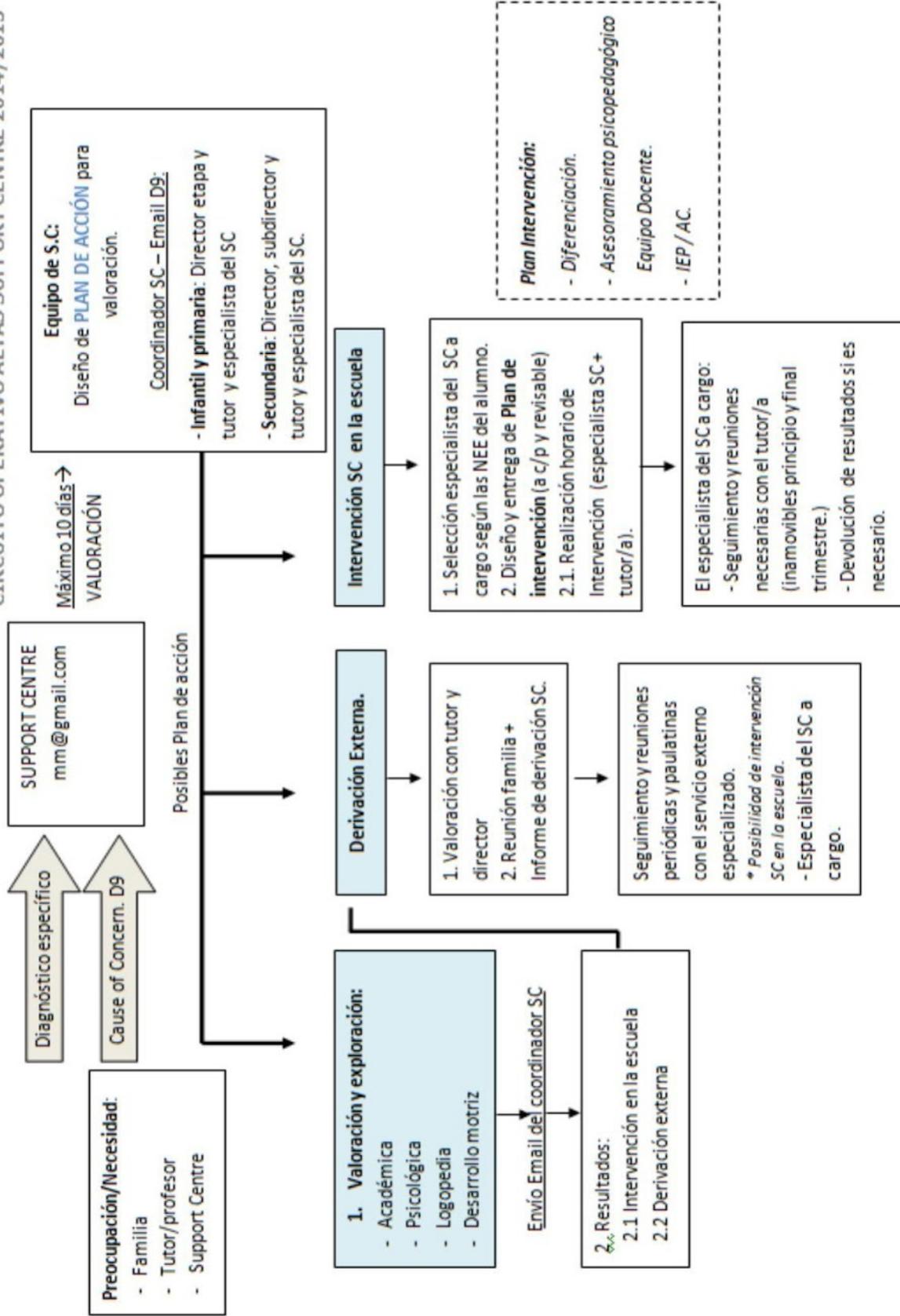
- To provide the opportunity for all students to find their academic, social, and emotional place within the school.
- To create a school team and educational community (families and external services) that accompanies students, by way of the excellence of the teaching-learning process.

## **Processes**

The Support Center (SC) of St Peter's School is the department in charge of assessing possible instances of SEN; it acts as an advisor on the strategies and action measures to be carried out to serve students who require psychological and / or pedagogical support.

When the SC receives a case of possible SEN, an internal exploration and assessment is carried out to assess the educational needs within the corresponding curriculum. Once the first conclusions have been drawn, if it is considered to be a case with SEN, an external referral is made to be able to make a diagnostic evaluation by an accredited center and professional. From the school, we take care to offer and recommend the appropriate professionals that we consider best fit with the student's profile to be able to carry out the exploration. Even so, we leave the decision to go to the professional that suits them best in the hands of the family.

At the same time, the processes of attention to diversity are activated according to the first evaluations obtained by the SC. The formal processes to follow are presented in the following table.



All the measures carried out with the school's students are shared by both the management team, the teaching team and the family. St. Peter's School establishes collaboration and interdisciplinary work as a fundamental basis for inclusion. An educational community with strong communication tools and a joint objective are the basis of our path towards inclusion.

All SEN cases are gradually evaluated through follow-ups with the same students, teaching team and family.

## **Psycho-pedagogical intervention**

In order to meet the special educational needs of our students, and due to our commitment to being an inclusive school, at St Peter's we consider it vitally important to accompany both the student, the teaching team and the families.

### **How do we support Students?**

- Offer specific attention (individual or in small groups) to different special or specific educational needs within the classroom.
- Organize the classroom location to meet the needs of the students. Provide specific support strategies within the classroom (visual material, audios ...).
- Offer the necessary academic support to keep up with the class. Create reinforcement and support groups inside or outside the classroom.
- Give individualized support and adaptations in tests according to the needs of the students.
- Enable students to sit exams in independent rooms, (reading aloud, fit adaptation...).
- Enable students to become autonomous learners.
- Activities to promote organization.
- Individualized study techniques.
- Collaborate and accompany in the acceleration processes (partial or total) of students with high abilities.
- Psycho-pedagogical follow-up with students and teachers.
- Advice to the teaching team.
- Enabling students to achieve an IB student profile.
- Psychological monitoring to attend to psychological and emotional needs through

personal interviews and counselling with families.

- Identify specific linguistic needs of students arriving at the center.
- Coordinate with tutors so that students with these needs are offered the necessary opportunities established in our linguistic policy, (language reception classroom and follow-up of the phases in language acquisition subjects)

#### **How do we support the teaching team?**

- Advice on pedagogical guidelines and diversification for students with SEN. (curricular adaptations, methodologies, teaching materials, adapted exams...)
- Accompaniment in the realization and application of Individualized Plans.
- Advice on the emotional and psychological accompaniment of students.

#### **How do we serve the family?**

- Psycho-pedagogical orientation.
- Counselling and psychological support for students with or without SEN

### **Policy implementation for MYP**

The inclusion and SEN policy affects the entire educational community. The Support Centre team and the management team are responsible for ensuring compliance and application.

The entire educational community participates in the creation of each and every one of the processes to follow. Annual meetings are held at the beginning and end of the course with the teaching team to evaluate changes and operation of the policy.

In the case of students with learning support needs, reasonable adjustments may be necessary to facilitate their access to the MYP curricular framework. For example, any measure aimed at eliminating or reducing any disadvantage that may affect these students. It can be set only for a specific student and can include changes to the presentation of a test or the response method. Although these adjustments may imply changes in specific aspects or criteria of the assessment, the overall learning outcome should be the same.

For students with greater learning support needs, modifications may be required to the specific objectives, assessment criteria, or the descriptors of the assessment criteria for subject groups.

In the case of highly capable students, they will be assisted individually by designing their own plan to respond to each of the cases in the timeliest manner. We will collaborate with the family and with the entire teaching team.

## **Policy Implementation for Early Years and Primary**

The inclusion and Specific Educational Needs Policy affects the entire school community. Therefore, it has to be supported by the Pedagogical and Management Leadership Team, the Support Centre, Class Teachers and families.

When talking about inclusion, we are referring to diversity. Every child at St. Peter's should feel welcome, appreciated for who they are, respected and loved by their teachers. All the school community should work towards inclusive classrooms where every child feels part of the school community.

This inclusive community can be created by:

- giving students a voice and a choice in the classroom and in the school, by feeling respected and loved,
- having teachers who embrace their (learning) differences and are willing to learn from each other, and contributing to an atmosphere where everyone is valued and respected.

In the case of the students who need learning support, the entire school community participates in the process. The classroom teacher, the Support Centre and the head teacher have regular internal meetings to assess the student's progress. They also have regular meetings with the families to inform them about the child's performance.

In cases of children with specific educational needs, the assistants might have a specific time slot to work with children in order to provide additional support if needed (subject to availability).

Parents are expected to be supportive and involved in their child's educational needs. They are expected to come to the meetings and support the school in what's best for the child.