

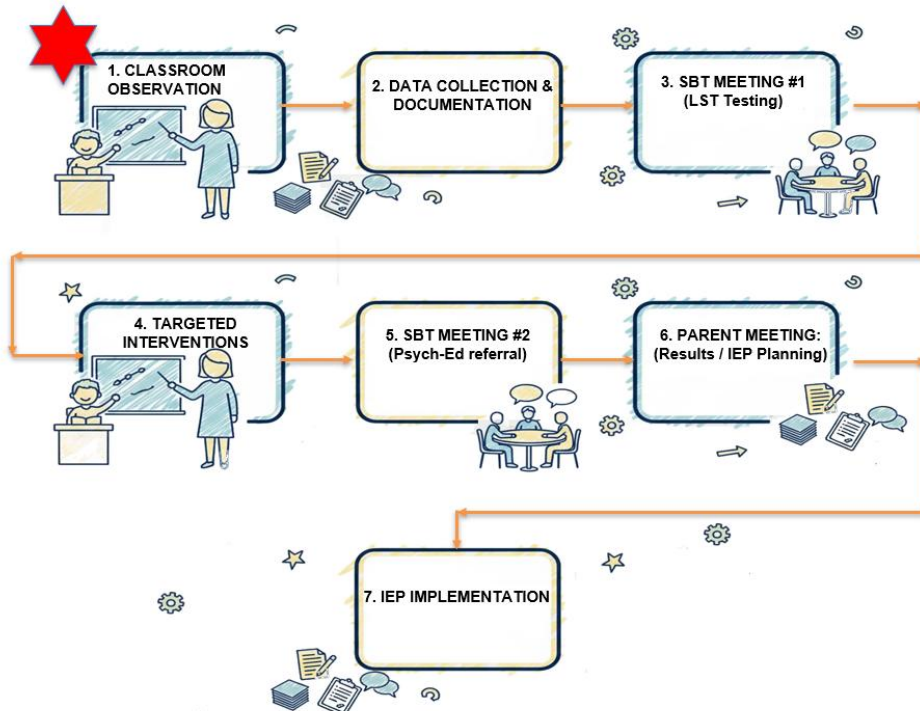
How to Navigate the IEP Process in BC: A Guide for Parents

Every Child Can Learn



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IEP 7 STEP PROCESS



Key Concepts & Terms

An Individual Education Plan (IEP) is a legally required document that outlines goals, supports, and teaching strategies for students who need additional help to succeed. It ensures equal access to education under the BC School Act and the Canadian Charter of Rights and Freedoms.

Adaptations vs. Modifications

Adaptations

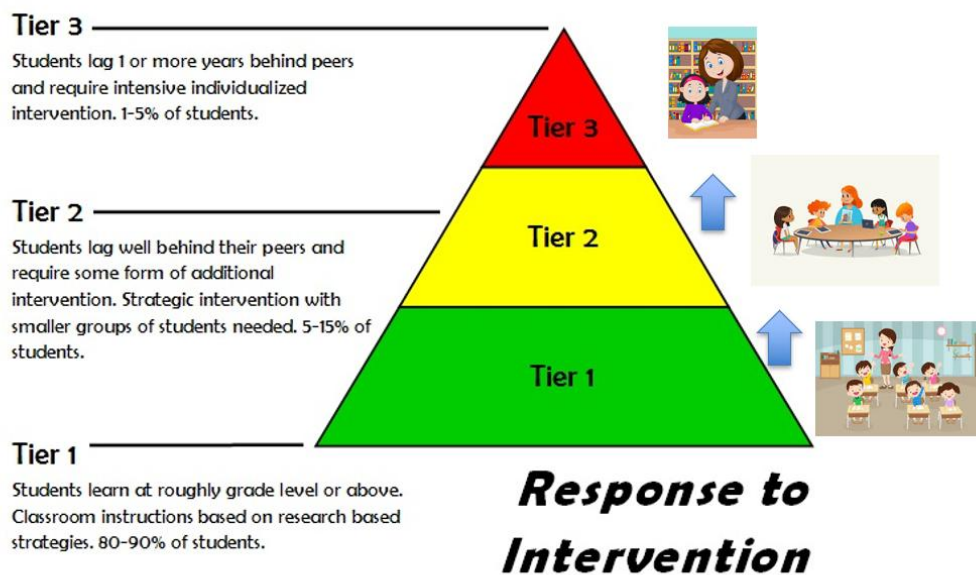
Same learning outcomes, but different access methods (e.g., extra time, fewer questions, speech-to-text).

Modifications

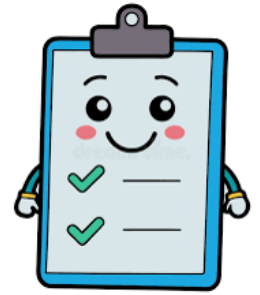
Different outcomes or grade level expectations (e.g., life skills, functional literacy or numeracy).

Tiered Support (RTI)

Response to Intervention (RTI) — Tiered Support



IEP Checklist For Parents:



• **IEP Basics**

- Updated sections
- All professionals included
- Goals match Psych-Ed
- Clear, comprehensive adaptations
- Progress checked each term
- Assessment tools used
- Review test scores with LST
- All teachers implementing

• **Interventions**

- EA support: what + how often
- LST support: push-in or pull-out

• **Meetings**

- Meeting due early November
- Ask for an end-of-year / mid-year meeting
- Avoid 15-minute meetings



Resources & Next Steps

- BC Ministry of Education — Special Education Policy
- BCEDAccess — Parent advocacy and resources
- Inclusion BC — Advocacy and inclusion supports
- POPARD — Autism and diversity training support
- Learning Disabilities Society (LDS) — Assessments and bursaries

💡 Assessment options are available through your school district, UBC, SFU, or LDS:

- **UBC Psychology Clinic** — sliding scale **\$240–\$900**; waitlist likely.
- **SFU Clinical Psychology Centre** — supervised grad students; **lower cost.**
- **Adler University Community Clinic** — **low/no-cost**; supervised by psychologists.
- **Learning Disabilities Society** (with UBC PSCTC) — **1/2 the private rate + partial / full bursary.**
- **School District Psych-Ed** — **free**, but long waitlist.
- **Private Assessment** - \$3000-4000



**If your child is in the private or independent school – Ask the Principal if the school could cover the cost of the Psych-Ed assessment (or at least pay half).

Ministry Funding Levels

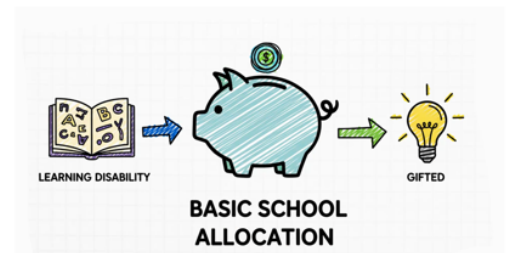


- **INCLUSIVE EDUCATION FUNDING:**
- **Level 1:** Physically Dependent (A), Deafblind (B) — **\$50,730** per student
- **Level 2:** Mod-Profound Intellectual Disability (C), Physical/Chronic Health (D), Visual Impairment (E), Deaf / Hard of Hearing (F), Autism (G) — **\$24,070** per student
- **Level 3:** Intensive Behaviour / Serious Mental Illness (H) — **\$12,160** per student



NO SUPPLEMENTAL FUNDING!

- LD (Q)
- Gifted (P)
- Moderate Behaviour (R)
- Mild Intellectual (K)



Adaptations by Learning Area



Dysgraphia (Writing & Fine Motor)

- Use 3-colour lined paper for printing and spacing support.
- Offer speech-to-text or typing options.
- Provide graphic organizers, sentence starters, and word banks.
- Use fill-in-the-blank worksheets to reduce writing load.
- Allow oral responses or scribing when fine motor fatigue occurs.
- Provide pencil grips or slanted boards for better control.
- Encourage short writing bursts with frequent breaks.
- Practice letter formation using sand trays or whiteboards.

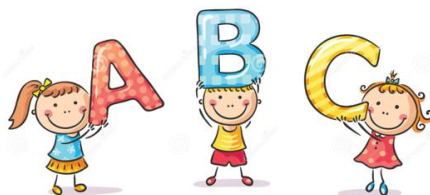
Dyslexia (Oral Reading Fluency)

- Use 1-minute fluency reads and graph progress visually.
- Teach using OG (multisensory, structured, sequential) approach.
- Model decoding strategies and chunking of sounds.
- Use text-to-speech and audiobooks for accessibility.
- Provide a reading ruler or guide to help track lines.
- Play decoding games like Bingo (CVC words) or reading games on Blooket.com
- Use interactive reading sites (Starfall.com, Khan Academy Kids).
- Practice with magnetic letters, sound boxes, and blending drills.
- Focus on phonemic awareness through tapping, clapping, and segmenting.



Reading Comprehension

- Use visuals, story maps, and summaries to support understanding.
- Ask guiding questions before, during, and after reading.
- Highlight key words or phrases in the text.
- Use short passages and review vocabulary first.
- Connect stories to real-life examples or experiences.
- Discuss cause and effect, problem and solution relationships.
- Encourage drawing or acting out scenes to reinforce comprehension.
- Apply strategies to math word problems by underlining key words and steps.



abc Spelling

- Use mnemonic tricks (e.g., BECAUSE – **B**ig **E**lephants **C**an **A**lways **U**nderstand **S**mall Elephants).
- Practice **b/d** reversals using tactile board tracing or visual cues.
- Draw a line or box for each letter when spelling.
- Incorporate movement – air writing or tracing with fingers.
- Use small whiteboards or iPads for repeated practice.
- Play spelling games like Hangman or Snakes and Ladders.
- Include dictation practice (e.g., Past Tense words).
- Review common patterns (e.g., -ight, -tion) visually and aurally.



÷ Math

- Focus on mastery of foundational facts (addition, subtraction, multiplication).
- Use visual aids like counters, number lines, or ten frames.
- Incorporate speed drills or timed games for fluency.
- Play card games (e.g., War) or digital games (e.g., Blooket).
- Teach long division using Mnemonics (DMSB – Does McDonald’s Sell Burgers).
- Provide step-by-step checklists or graphic organizers for word problems.
- Encourage use of manipulatives and math apps (e.g., Pet Bingo).
- Review real-world math examples for meaning and application.



💬 Behaviour

- Create a reward chart and use consistent positive reinforcement.
- Give frequent specific praise (“I love how you started right away!”).
- Establish clear, predictable routines and expectations.
- Use visual schedules or checklists for structure.
- Teach self-regulation using the 5-point scale or calm-down tools.
- Provide small-group social skills instruction and modeling.
- Use social stories to explain appropriate behaviour in different settings.
- Maintain a communication log between home and school.



🎯 ADHD / Focus

- Use a visual timer to show time left for tasks.
- Provide frequent short breaks between learning segments.
- Seat child near teacher or in a low-distraction area.
- Allow use of headphones or quiet background music for focus.
- Provide clear, step-by-step instructions (1–2 steps at a time).
- Use movement-based learning and brain breaks.
- Incorporate a reward chart for sustained effort.
- Provide choices and clear routines for transitions.



Google Chrome Extensions:

<https://chromewebstore.google.com/category/extensions/productivity/education>

Assessments:

DIBELS ® (Dynamic Indicators of Basic Early Literacy Skills)

<https://dibels.uoregon.edu/resources>

Core Reading MAZE Comprehension Test

https://nashtoolkit.weebly.com/uploads/2/5/8/5/25858815/core_maze_test.pdf

IEP Complaint & Advocacy Checklist for Parents in BC

You are your child's best advocate ✨

If your child's Individual Education Plan (IEP) is not being followed, you have the right to take action. Here's step-by-step guide to help you navigate the BC public school system and ensure your child receives the support they deserve.

🌸 IEP Complaint & Advocacy Steps

Step	Who to Contact	Action / What to Do	When
1	Teacher / Case Manager	Discuss IEP concerns and missing supports	Right away
2	Principal / Learning Support Team	Request follow-up plan and meeting	Within 1–2 weeks
3	District Office	Submit formal written concern	Within 30 days
4	Ministry of Education	Seek guidance or report ongoing issues	After district review
5	Ombudsperson / Human Rights	File formal complaint if unresolved	Final step



💖 **Need help? Book a free 15 min IEP consultation at EveryChildCanLearn.ca**

You don't have to navigate this alone — we're here to empower, inform, and support families every step of the way.

