

APPROPRIATE EDUCATIONAL PROGRAMMING EXTERNAL SERVICE PROVIDERS

In alignment with River East Transcona School Division's (RETSD) JB-R policy commitments, the division recognizes that during the creation of the Student-Specific Plan (SSP), the Student Support Team may determine that—for the student to access the curriculum or attain the outcomes in their SSP—they would benefit significantly from a type of specialized support that is unavailable in the division. In such circumstances, the principal or their designate may consider the provision of in-school support by an external service provider, provided that:

- (1) The parent(s)/legal guardian(s) and the principal or their designate have determined that the external service provider is unable to provide specialized support outside regular school hours.
- (2) RETSD has suitable space available in the school at times that are acceptable for the external service provider.
- (3) The external service provider delivers services through qualified practitioners who meet the standards set by their professional organizations and comply with the *Standards for Appropriate Educational Programming in Manitoba (2022)*.
- (4) The external service provider provides a certificate of insurance confirming coverage for the services provided. RETSD will review and approve the insurance coverage to ensure it meets the necessary standards.
- (5) The parent(s)/legal guardian(s) or an outside agency agree to cover the expenses associated with the external service provider.
- (6) The parent(s)/legal guardian(s) have signed a consent for exchange of information form authorizing RETSD to communicate with the external service provider for the purposes of supporting appropriate educational programming.
- (7) The parent(s)/legal guardian(s) sign a release form allowing the external service provider to be alone with the student when providing the services in the school. The parent(s)/legal guardian(s) are responsible for ensuring the external service provider has submitted a clear Winnipeg Police Service or RCMP criminal record check and Province of Manitoba Child Abuse Registry check to the school.
- (8) The external service provider and the parent(s)/legal guardian(s) will provide details of the service being provided in a format acceptable to RETSD.

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- (9) The external service provider, the parent(s)/legal guardian(s), and RETSD complete the divisional external service provider agreement form.
- (10) The external service provider will collaborate with the Student Support Team or align services with SSP goals and provide regular updates to the principal or their designate and the Student Support Team.

Satisfaction and Cancellation:

If the principal or their designate finds the external service provider complies with all of the above conditions, they may request authorization to proceed from the superintendent or their designate. If, in the opinion of the principal or their designate, the external service provider is not consistently meeting all of the above conditions, the principal or their designate has the authority to suspend or cancel the arrangement.

Effective Date:	April 15, 2025	Review Date:
Amended Date:		
Board Motion(s):	84/25	
	JB-R - Appropriate	
	Educational Programming;	
Legal/Cross Reference:	Standard for Appropriate	
	Educational Programming in	
	Manitoba, 2022;	