



Willcox Unified School District #13

WUSD Exceptional Students Support Program Protocols for In-Person Instruction & Evaluation

Purpose:

This program is designed to provide direct services to students whose needs require in-person support for specialized instruction and related service therapies, per the IEP and FAPE guidelines. The main focus will be students who are most in need of direct services while schools are on a virtual model, but IEP teams can elect to provide services to any student on any IEP.

Selection of Students:

Special Education Teachers and Related Service Providers will organize caseloads into Service levels indicated on the IEPs. The three most common service levels are:

A-Inside of the general education classroom 80% or more of the day.

B-Inside of the general education classroom not more than 79% of the day, no less than 40% of the day.

C-Inside of the general education classroom less than 40% of the day.

Students classified as level B and C will have the highest priority, but the IEP team can elect to provide services to level A students when needed/appropriate.

Scheduling:

With exception of the Communication Team, all Related Service Providers will work with Special Education Teachers to schedule students for in-person direct services. For students whose services only include Communication (Speech Therapy), the Speech Language Pathologist (SLP) and Speech Language Pathologist Assistant (SLP-A) will schedule their students. If a Speech only student also has other Related Services such as Occupational Therapy or Physical Therapy, they will work with the Communication Team to schedule.

For evaluations, providers need to work with the Special Services Director, Raydia Martin or the School Psychologist, Kris Duncan for scheduling.

Drop-off and Pick-up:

Students with Transportation listed as a service on their IEP will continue to receive District transport for in-person specialized instruction and therapies. Those who do not have Transportation listed as a service must arrange their own transport. Students will be escorted

by a staff member to their Special Education classroom and supervised at all times until picked up at the appointed location/time.

During assessment for evaluations, the same transportation guidelines will apply.

Duration of Time for In-Person Services:

The duration of time services will be provided is at the discretion of the Special Education Teachers and/or Related Service Providers pending approval through the site Principals and Director of Special Services.

Direct Services:

These services are listed on student IEPs and are connected to annual IEP goals.

Procedures for Providing Direct Services and Evaluations:

- If a staff member and/or student is not feeling well, they will need to cancel and reschedule direct services. If there are COVID concerns, please contact the site Principal for further advisement and/or the Director of Special Services if an Evaluation is at the District Office.
- Social distancing, sanitizing, protective barriers, and face coverings (unless medical exception exists) will be observed at all times when working with students receiving direct services.
- Continue to follow hand-washing policies and limit touching the face when possible. Use sanitizer when hand-washing is not available.
- Once services are completed with a student, District approved cleaners will be used to sanitize tables, materials, and high traffic areas.
- There will be no more than 10 people (students and staff) in a room when providing direct services unless approved by a site Principal.

*If a Special Education student receives specialized instruction and therapies daily at school, this does not mean they automatically qualify to receive direct services during virtual instruction. Services will be delivered based on FAPE guidelines and service needs indicated on the IEP. Please address questions and concerns to site Principals or the Special Services Director.

WUSD Vision: Making a Difference In Our Children's Future!

WUSD Mission: Every Student Is Successful - Every Student Meets or Exceeds Arizona State Standards.

"As you think, so you are - as you imagine, so you become!"