

10 practical adjustments that support autistic students

Infosheet 7 for educators Creating clear communication between school and home

A well-established process for information to be passed from family to teacher at school drop-off and pick-up can allow any key details about how the student is feeling, if there were any issues or prior incidents the family or teacher should know about.

This should also be supported with the formal Student Support Group (SSG) meetings and the creation of Individual Learning Plans (ILPs).

To assist with the dissemination of information to other staff, a designated person should be made responsible to communicate with parents/carers. This ensures all staff who have contact with the student are well informed of any relevant existing and new information that arises.



An identified person would be responsible for:

- Meeting and communicating with parents in addition to the classroom teacher.
- Gathering 'summary' information from parents (such as soothing activities, interests etc.) to inform teachers and support staff.
- Coordinating Parent Support Group (PSG)/ Student Support Group (SSG) meetings with parents, students, teachers and support staff.
- Participating in the development of the student's ILPs.
- Drawing up a list of strategies addressing target areas that are reviewed each term or PSG/SSG.

- Communicating information to all relevant staff members including Casual Relief Teachers.
- Communicating information when the student transitions to a new year level.
- Ensuring records on the student are kept up to date.
- Communicating with parents to support the student when changes are scheduled for daily programs e.g. CRT in place of classroom teacher.
- Working with teachers and support staff to address concerns and support the student in preparing for transitions and new experiences.

Contact Amaze for professional development training and forums for teachers and school staff <u>here</u> or contact us on 03 9657 1600