

Identification, Placement and Review Committee (IPRC) Summary Chart				
Before the IPRC				
- Principals and quorum members review and follow Board Procedure #NP360.0 Special Education: Identification, Placement and Review Committee - Communicate with Parent(s)/Guardian(s) about: - the IPRC process - reports and assessments - identification and placement options - IPRC setting (virtual using MS Teams if requested by family) - Board staff are always in-person - transportation (if applicable) as per Board Policy #680 Student Transportation - Create the Letter of Invitation and Statement of Decision in SSNET - Arrange for an interpreter if required - Determine correct effective date based on placement options - Send the following documents to parent(s)/guardian(s) at least 10 days before the IPRC (the 10 days cannot be waived): - Letter of Invitation - The Parent/Guardian’s Guide to the Identification, Placement and Review Committee (IPRC) Process (Translated IPRC Guides are available) - Ensure: - the student’s OSR will be available at the meeting - the quorum for the IPRC has been met - students 16 years or older are invited to the IPRC				
Elementary or Secondary - Initial IPRC				
Placement	Quorum	Others in Attendance		Required Documents
		Must Attend	Recommended	
Home School	1. Home School P/VP (Chair) 2. Another School’s P/VP 3. SERT		Parent(s)/Guardian(s) Student (16 years or older)	In-School Team Meeting Record Letter of Invitation Statement of Decision
Home School to a Community Class (at any location)	1. Receiving School P/VP (Chair) 2. Student Services Coordinator 3. Sending School SERT	Sending School P/VP	Parent(s)/Guardian(s) Student (16 years or older) Receiving School SERT	In-School Team Meeting Record Letter of Invitation Statement of Decision Transportation Form
Home School to Gifted Community Class	1. Receiving School P/VP (Chair) 2. Sending School P/VP 3. Sending School SERT	Receiving School SERT	Parent(s)/Guardian(s) Student (16 years or older)	In-School Team Meeting Record Letter of Invitation Statement of Decision Transportation Form
Elementary or Secondary - Review IPRC				
Placement	Quorum	Others in Attendance Recommended		Required Documents
Home School IPRC requested - no change to identification or placement	1. Home School P/VP (Chair) 2. Another School’s P/VP 3. Home School SERT	Parent(s)/Guardian(s) Student (16 years or older)		In-School Team Meeting Record Letter of Invitation Statement of Decision
Home School change of identification and/or placement	1. Home School P/VP (Chair) 2. Another School’s P/VP 3. Home School SERT	Parent(s)/Guardian(s) Student (16 years or older)		In-School Team Meeting Record Letter of Invitation Statement of Decision
Partially Integrated - Student Support Centre (SSC) if a student is in the SSC, a review IPRC must be held	1. Home School P/VP (Chair) 2. Another School’s P/VP 3. Home School SERT	Parent(s)/Guardian(s) Student (16 years or older)		In-School Team Meeting Record Letter of Invitation Statement of Decision
Community Class if a student is in a Community Class, a review IPRC must be held	1. Community Class P/VP (Chair) 2. Student Services Coordinator 3. Community Class SERT	Parent(s)/Guardian(s) Student (16 years or older)		In-School Team Meeting Record Letter of Invitation Statement of Decision Transportation Form
Elementary to Secondary School Transition - Initial or Review IPRC				
Placement	Quorum	Others in Attendance		Required Documents
		Must Attend	Recommended	
Elementary to Secondary School	1. Sending School P/VP (Chair) 2. Receiving School P/VP 3. Receiving School SERT/ Department Head	Sending School SERT	Parent(s)/Guardian(s) Student (16 years or older)	Letter of Invitation Statement of Decision
Elementary to Secondary Community Class	1. Receiving SchoolP/VP (Chair) 2. Student Services Coordinator 3. Receiving School SERT/ Department Head	Sending School SERT	Sending School P/VP Parent(s)/Guardian(s) Student (16 years or older)	Letter of Invitation Statement of Decision Transportation Form
Elementary to Secondary Gifted Community Class	1. Sending School P/VP (Chair) 2. Receiving School P/VP 3. Receiving School SERT/ Department Head	Sending School SERT	Parent(s)/Guardian(s) Student (16 years or older)	Letter of Invitation Statement of Decision
Confirmation of Continued IPRC				
The Confirmation of Continued Identification and Placement form in SSNET is used for students in their home school when there are no changes to their identification or placement and parent(s)/guardian(s) have agreed to this. If a student is in a SSC or Community Class, a review IPRC must be held.				Required Documents
				Confirmation of Continued Identification and Placement