



6.05 Learning Support Policy

This policy aligns with [NELP](#) Objective 1: Learners at the Centre, Objective 2: Barrier Free Access, and Objective 3: Quality Teaching and Leadership.

At Liston College, the board ensures that every student is able to attain their highest possible standard in educational achievement and that the school is inclusive of, and caters for, students with differing needs (Education and Training Act 2020 s 127.1.a, c).

We have high aspirations for every student, reduce barriers to education, and support all students to develop sound skills in literacy and numeracy (NELP Objectives 1 and 2). We provide learning support for students who may have a range of individual [learning support needs](#).

We take a collaborative approach and involve the student, their parents/caregivers, and others as needed, to best support the student. Also see [Inclusive Education](#) and [Board Responsibility](#).

When providing learning support, we are guided by our health and safety policies. This includes ensuring that student healthcare and behavioural needs are met, students are appropriately supervised, and staff are aware of our child protection framework. See [Healthcare](#), [Behaviour Management](#), [Student Wellbeing and Safety](#), and [Minimising Physical Restraint](#).

Learning Support Responsibilities

At our school, the learning support coordinators are responsible for coordinating and monitoring support for students with learning support needs, including gifted students.

Learning support coordination may include:

- monitoring learning support implementation and resources (including referrals and record-keeping)
- working with students and parents/caregivers to support learning needs
- liaising with the Ministry of Education, and other professionals and services (e.g. Resource Teachers: Learning and Behaviour (RTLB), occupational therapists, speech language therapists, etc.)
- monitoring schoolwide learning support needs, trends, and outcomes
- supporting all staff to effectively deliver our learning support outcomes, including overseeing staff development in learning support

Our teachers are responsible for planning and delivering programmes and strategies that are responsive to the individual needs of students they teach or support. Learning support staff may also be responsible for supporting students in class or providing support outside of class.



Recording and Sharing Learning Support Information

At Liston College, we record and maintain information about learning support for each student (e.g. professional reports, observations, support plans, meeting notes) in our student management system.

We comply with all privacy and records retention requirements.

See [Privacy](#), [Sharing Information](#), and [School Records Retention and Disposal](#).

Staff Support and Professional Development

We provide appropriate induction and ongoing support in the area of learning support for school staff. This is part of our commitment to developing strong teaching, leadership, and learner support capability (NELP Objective 3, Priority 6).

We may offer professional development for teaching staff and school leaders to support the engagement, learning, and achievement of all students.

See [Professional Development](#).

We monitor the health, safety, and wellbeing of staff and encourage them to discuss any concerns. See [Staff Wellbeing and Safety](#).

This policy aligns with [NELP](#) Objective 1: Learners at the Centre, Objective 2: Barrier Free Access, and Objective 3: Quality Teaching and Leadership.

The principal assures the board that teachers of students with learning support needs have a sound understanding of student needs, and systems are in place to support these students. See [Self-Review and Board Assurances](#).

Related topics

- [Inclusive Education](#)
- [Māori Educational Achievement](#)
- [Child Protection](#)
- [Student Wellbeing and Safety](#)
- [Healthcare](#)
- [Behaviour Management](#)
- [Staff Wellbeing and Safety](#)
- [Privacy](#)
- [Sharing Student Personal Information with External Agencies](#)
- [School Records Retention and Disposal](#)

Legislation

- Education and Training Act 2020
- Human Rights Act 1993
- Privacy Act 2020
- United Nations Convention on the Rights of Persons with Disabilities (UNCRPD)
- United Nations Convention on the Rights of the Child (UNCROC)



Resources

- Kōrero Mātauranga: [Learning Support Action Plan](#)
- Ministry of Education | Te Tāhuhu o te Mātauranga:
 - [Practical guidance and tools to help implement the Learning Support Delivery Model](#)
 - [Students requiring learning support](#)
 - [Sharing information](#) (see "Learning support")
 - [Sharing aggregate information](#)
- TKI | Te Kete Ipurangi: [Follow protocols for sharing information](#)

• Adopted by Board of Trustees

Review Date:

24-JUL-2024

Chairperson:

Next Review: 2027 – every three years



6.05 Learning Support Procedures

Identifying Learning Support Needs

At Liston College we support students by identifying [learning support needs](#) as early as possible so that we can reduce barriers to their learning and help students attain their highest possible standard in educational achievement (Education and Training Act s 127.1; NELP Objective 2, Priority 3).

How we Identify Learning Support Needs

The school identifies learning support needs in a range of ways, which may include:

- monitoring student achievement, progress, and engagement
- various tools, procedures, and observations
- consultation (e.g. with parents/caregivers, school staff, previous schools, support services, etc.)
- information from other professionals, including external agencies.

If staff identify that a student may need learning support, they discuss this with the learning support coordinators, who may then refer the student to an appropriate service, agency, professional, or programme.

Requests for Learning Support

If parents/caregivers or students have concerns and/or identify a potential need for learning support, we encourage them to talk to the relevant person at our school.

Related topics

- [Inclusive Education](#)
- [Sharing Student Personal Information with External Agencies](#)
- [Healthcare](#)
- [Behaviour Management](#)
- [Student Wellbeing and Safety](#)

Legislation

- Education and Training Act 2020
- Human Rights Act 1993
- Privacy Act 2020

Resources

- Ministry of Education | Te Tāhuhu o te Mātauranga: [Students requiring learning support](#)



Providing Learning Support

At Liston College we provide learning support, as appropriate, to cater for students with [learning support needs](#) and reduce barriers to education (Education and Training Act 2020 s 127.1; NELP Objective 2, Priority 3).

The school plans and budgets for learning support based on available staff, resources, funding, and programmes (including available [external funding and resources](#)). We take a collaborative approach and involve the student, their parents/caregivers, and others as needed when providing learning support.

The learning support we provide may include extra teacher or teacher aide time, literacy support, assistive technology, equipment and other materials, property modification, transport assistance, specialist support, other resources and learning programmes, counselling, mentoring, and careers advice. As appropriate, students may be offered work experience, Gateway, and transition to work programmes, as well as support for assessments, such as NZQA's Special Assessment Conditions, or readers/writers.

We follow the national transition guidelines for transitioning students with additional learning needs from school to adult life, ensuring a collaborative approach with whānau, and other services as appropriate. See [National transition guidelines for students with additional learning needs](#) (Ministry of Education).

Individual Education Plans

As appropriate, the school collaborates with a student, their parents/caregivers, teachers, learning support staff, and others involved, to develop [an individual education plan](#).

Learning Support Programmes

At Liston College, students may have the opportunity to participate in learning support programmes depending on their needs and available resources.

Resources

- Ministry of Education | Te Tāhuhu o te Mātauranga:
 - [Individual Plans \(IPs\) and Individual Education Plans \(IEPs\)](#)
- TKI | Te Kete Ipurangi: [IEPOnline](#)