



UPPER GRAND DISTRICT SCHOOL BOARD

HOME USE OF ASSISTIVE TECHNOLOGY PROTOCOL

PRINCIPLES

1. Technology is an essential tool for some students to access the curriculum and demonstrate their understanding.
2. For these students Assistive Technology fosters equitable access to all aspects of the learning experience (Education for All, 2006).

RATIONALE

This protocol is intended to:

- a) promote equity of access to students who require Assistive Technology outside of the school building in order to meet program outcomes;
- b) ensure that steps are followed to protect the safety and positive learning environment of students using Board-owned Assistive Technology between school and home;
- c) address issues related to Assistive Technology equipment damage and loss;
- d) outline the role of technical support with Assistive Technology used between home and school, and
- e) recommend procedures for managing and tracking Assistive Technology equipment between school and home.

APPLICATION

This protocol will apply when a parent, guardian, student, teacher, or Principal wishes to use Assistive Technology equipment outside of the school to meet program outcomes. This technology may involve Special Equipment Amount (SEA) claim technology and other Board or school-owned technology.

DEFINITIONS

Assistive Technology is any technology that allows one to increase, maintain, or improve the functional capabilities of an individual with special learning needs (Edyburn, 2000). The Special Equipment Amount (SEA) provides funding to school boards to assist with the costs of equipment essential to support students with special needs, where the need for specific equipment is recommended or determined by a qualified professional. This equipment is to provide students with access to the Ontario curriculum or a Board determined program and to attend school.



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APPLICATION AND SCOPE

A. Care and Safety of Assistive Technology Equipment

In order to protect and maintain working conditions of Assistive Technology equipment, guidelines will be followed for transporting equipment off school property (See: Appendix A – Student Responsibilities, and Appendix B – School Staff Responsibilities).

B. Technical Support

Technical standards will be provided and regularly updated in order to protect and manage the software and working system of the Assistive Technology equipment.

C. Accessing Assistive Technology for Home Use

To ensure that the Board-purchased Assistive Technology equipment is used appropriately, the existing Acceptable Use of Computers Networks and Internet will apply at all times and locations (Policy #511). Conditions for Use of Computer Networks and Internet (Form 511-1) should be attached to Appendix A for students and parents/guardians.

D. Asset Management

Guidelines for Assistive Technology equipment management will be followed at each school site (See: Appendix C – Equipment Sign Out for Home Use).

CONFLICT RESOLUTION

If the parent or student (if 16) and the Principal disagree about the need for home use of Assistive Technology, the Principal will inform the parent of their right to consult the appropriate Superintendent of Education or the Superintendent of Program concerning this matter. The nature of the disagreement with the Principal will be outlined by the parent in writing or by telephone. The Superintendent will investigate the situation, seek additional information from his or her colleagues in the system, as required and respond to the parent in writing or by telephone with a decision in a timely fashion. The decision of the Superintendent may be appealed to the Board.