

Documented Plans

A Documented Plan is a support document for teachers as they plan, monitor, assess and evaluate teaching and learning programs that are personalised for students.

The staff at Coolbellup Learning Centre develops a range of planning documents that describe differentiated or personalised educational planning. A variety of different titles are used, including:

- Individual or Group Education Plan (IEP or GEP);
- Individual Behaviour Management Plan (IBMP);
- Individual Learning Plan (ILP);
- Individual Transition Plan (ITP);
- Risk Management Plan (RMP); and
- Social Competency Plan (SCP).

The process of developing a Documented Plan is as important as the product. A quality process involving collaboration, consultation, negotiation, agreement and commitment leads to a quality product supporting student learning.

A Documented Plan:

- is student centred and focused on students' educational, physical, behavioural, social and/or emotional strengths as well as needs;
- addresses relevant learning outcomes, targets, teaching and learning adjustments;
- is developed by teachers in collaboration with student/s, parents/carers and other relevant staff or service providers;
- records the agreed response of the school to identified educational needs for an individual student or a small group of students;
- needs to be realistic, practical and readily understood by all those involved;
- is a working document for the teacher/s and other staff (eg support staff, education assistants, visiting or specialist teachers) who work with the student/s;
- identifies the implementation and monitoring responsibilities of those working with the student/s;
- records regular assessment and evaluation of student progress and achievement of identified outcomes and targets during a specified period of time; and
- is provided to parents/carers and other service providers as required.