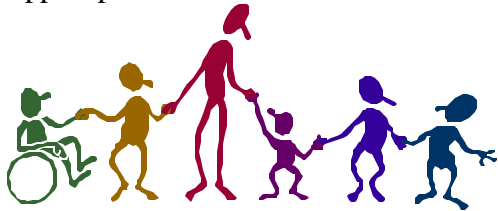


You have the right to:

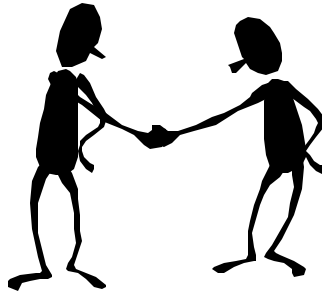
- Be involved in decisions affecting your child's education.
- Give written consent for formal evaluations.
- Be consulted before your child is placed in a specialized education program.
- Ask for a report on your child's progress anytime during the school year.
- Access information in your child's school file.
- Be informed of the school district's programs.
- Be part of your child's education team.
- Appeal placement decisions.



You have the responsibility to:

- Maintain on-going open communication with the school.
- Share relevant information about your child's development and home experiences.
- Provide updated information about your child's medical status.
- Obtain information on program options available for your child within the school district.
- Learn about the school and school districts' policies and regulations.
- Ask for clarification of any aspect of your child's educational program that is unclear.
- Become an effective team member
- Support learning at home.
- Plan for transitions that your child may experience.

Resolving Differences



Always try to resolve issues with the people who are working directly with your child. Begin by requesting a meeting with your child's teachers. Be prepared for the meeting and write down the questions and concerns you want to address. Focus on your child's learning needs. Voice your concerns in a constructive manner. Be prepared to consider and share possible solutions. Consider what you would like the outcome to be. Take notes, especially with respect to recommendations and timelines. Give teachers and the school time to implement the changes. Discuss a date the changes will be reviewed.

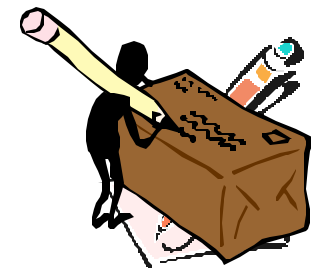
If you cannot resolve the issue with the teacher, the next step is to request a meeting with the school Principal. Let the Principal know that you have discussed the issue with the teacher and have not been able to come to a satisfactory agreement. The teacher should participate in the meeting with the principal. This will ensure all partners can contribute information, perspectives and solutions.

Appeal Process in Canadian

Rockies Public Schools

If the issue cannot be resolved at the school level, the *Alberta School Act* recognizes parents' rights, and establishes the process for appealing school districts decisions that significantly affect a child's education such as a program placement or expulsions.

Parents of students under 16 years of age who wish to appeal the Principal's decision may do so, in writing, to the Superintendent. The Superintendent or designate, will review the information provided by both parents and Principal and may meet with the Principal, parents and student, where appropriate, to discuss the appeal and attempt to resolve the dispute. The Superintendent will confirm the resolution achieved, or the decision reached, in writing, to the parents and/or student. If parents wish to appeal the Superintendent's decision they may do so by writing to the Secretary Treasurer and request a hearing of the Board of Trustees.



If an appeal to the school board is completed and parents disagree with the

decision they may write to the Minister of Learning and ask for a review of the Board's decision. The review will only assess the situation for one school year because the situation may change over time.

The *School Act* states that Boards **shall** establish an appeal procedure, and that the minister **may** review the placement of a student in a special education program. Parents do not have a guaranteed right to have a review. The minister has the authority to determine if the matter will be reviewed, and the way in which the matter will be reviewed.

Ministerial Appeals

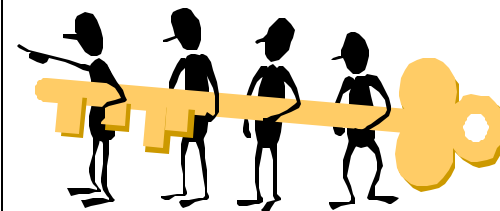
For more detailed information about dispute resolution and appeals process please refer to Canadian Rockies Public Schools Policy (available in schools) or visit our website at www.crps.ab.ca.



Canadian Rockies Public Schools
Phone: 609-6072

June 2003

PARENTS' RIGHTS AND RESPONSIBILITIES



A Parent Information Brochure

CANADIAN ROCKIES PUBLIC SCHOOLS