

## **PROVISION OF EDUCATIONAL ASSISTANTS**

### **Background**

The education of students with diverse needs is provided as the basic premise that students may need to be supported directly or indirectly in order to receive the most appropriate educational program available.

To this end, the following procedures shall apply to the provision of educational assistants for students requiring specific support and/or for general classroom support.

### **Procedures**

1. Educational assistants may provide support based on individual student needs, as prioritized by school leadership teams based on programming recommendations from service providers. Students may need to be supported for short periods of time, or in a minority of instances, may require ongoing, long term supports. These could include supporting students with difficulties due to:
  - 1.1 Cognitive impairments;
  - 1.2 Social/emotional/behavioural disorders;
  - 1.3 Multiple disabilities;
  - 1.4 Medical issues;
  - 1.5 Hearing or vision impairments;
  - 1.6 Communication disorders.
2. Educational assistants may provide support based on classroom needs. These could include:
  - 2.1 Large class sizes;
  - 2.2 Multi-grade classrooms;
  - 2.3 Special circumstances due to class profile.
3. The need for educational assistants shall be determined by the Principal and/or Director of Learning Services, based on school profile and/or individual student needs.
  - 3.1 Educational assistants shall be employed only as long as needed by the child(ren), school or Division.
  - 3.2 Positions no longer required shall be terminated according to the Employment Standards Code.
  - 3.3 Should the school profile or supports required for individual students change significantly during the school year, the Director of Learning Services, in consultation with the Principal, shall determine whether additional supports could be provided or

removed.

4. Educational assistants are selected, evaluated, reviewed and terminated by the Principal of the school involved, in consultation with the Director of Learning Services, if needed, as per the Selection and Hiring Criteria rubric form and the Collective Agreement.
5. The funding for educational assistants shall be determined annually, based on the school's profile of student needs. This will be a collaborative process that involves the Director of Learning Services and a Divisional Intervention Coordinator in collaboration with the Assistant Superintendent of Human Resources, the school Principal and school-based I-Coach.

Adopted/Revised: JUN 2016/SEP 2017/JAN 2018/NOV 2019/OCT 2021/JAN 2023

Reference: Section 11, 33, 52, 53, 197, 204, 222, 225 Education Act  
Employment Standards Code  
Public Health Act  
Guide to Education: ECS to Grade 12  
Standards for Special Education  
Standards for the Provision of Early Childhood Special Education