



## PTCNET SURVEY RESULTS - 2019

<b>Topic:</b> Sharing Sensitive Information	<b>Date conducted:</b> 04-09-2019
<b>Number of responses:</b> 9	<b>Submitted by:</b> Azra Pathan

Is there any indication on your report cards that the child receives special supports or has had an educational psychology or speech evaluation?

9 responses

yes

No. Our school does not provide those supports.

Yes. Our learning support students are enrolled in a Learning Support class and this shows up on report cards.

No

No. We don't indicate the special supports on the report cards. If the special care students transfer the school, Learning Support Coordinator writes the recommendation letter and on the letter we indicate that.

Only for secondary and in the narrative section for ES

Learning support teachers write a comment about students receiving pull-out support. No mention of evaluations.

Yes it would be in narrative comments



## What information does your school automatically send to a prospective school when a student is withdrawing and transferring?

9 responses

We send only what the family requests in the withdrawal form.
Transcripts / report cards, and any evaluation / recommendation forms that are requested by the new school
None - we wait for school to request
It's depend on the school that students apply.
The child's report card
report cards and teacher recommendation letters
Depends on what is requested. Usually teacher recommendations, copies of reports
None
Report cards

## What is the process for sending confidential documentation, i.e. educational support plans, IEP's?

9 responses

We don't have students on an IEP.
We will share our internally-produced documents as requested by the new school.
Varies depending on destination - they are kept in our Learning Support offices In Admissions I rarely get involved in sending them out - Faculty will do that themselves
Learning Support Coordinator is in charge of the confidential documents. The coordinator send the document to the prospective's counselor or special care coordinator directly.
If requested by the school and authorized by the parents, we will send this documentation
There has been no request.
These are only sent when requested by a school and sent directly to the person that asks for them from that school
We don't send anything as a rule, but will mention them on a reference form from the new school or if a school contacts us. We suggest that they ask parents for the documents.
We seek parent permission

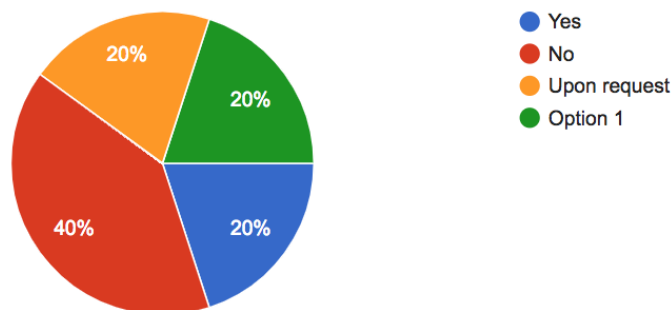
## What is the process for sending educational psychology, speech, occupational, and/or physical therapy evaluations?

9 responses

N/A
In our model, these evaluations are completed by outside providers and are paid for by parents - as such they are the property of families. We would clarify to new schools when evaluations have been completed (this is part of qualifying for learning support services) and suggest to parents that they share such evaluations with new schools.
Learning Support staff deal with that and if requested by schools etc I pass onto the relevant Counsellor
If any of documents are evaluated, the result may send with IEP.
If authorized by the parents, we send it
We encourage the parents to send directly to prospective school so they can find the right fit school for their child.
These are only sent when requested by a school and sent directly to the person that asks for them from that school
We do not release any reports like this without the parents' permission. Usually we would suggest that the new school asks the parents themselves to provide them.
We seek parent permission

## If you share evaluations with prospective schools, do you send evaluations that are completed by outside providers?

5 responses





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Do you seek permission from parents to release sensitive information, and if so, at which point in the transfer process? i.e. admission to your school, time of evaluation, at IEP meeting, at withdrawal from your school

8 responses

As indicated above, we share internally-produced documents as requested by new schools, and do not seek permission from parents to do this.
Relevant Faculty do
At IEP meeting
Yes, at the time of transfer to another school
We ask permission upon admission
Parents must have signed an agreement with the new school to release all records
We have a release form which we sometimes ask parents to complete so that we can receive information directly from a tester, therapist, etc. This applies mainly to current students. There are questions on our application form about ed psych, speech, etc evaluations and IEPs. If parents answer 'yes' to any of these they are required to provide a copy of the document as a condition of admission. There is a statement that failure to disclose information could lead to admission decisions being reversed or continued enrolment could be in question.
Yes - they are asked at admission and must disclose

Does your school have a written policy about sharing sensitive information? If so, would you be willing to share it?

8 responses

We do not, as our context is relatively simple (we do not conduct evaluations internally)
No - not as far as I am aware.... but may come under Child Protection policies which are all available on our website <a href="http://ms.china.org">ms.china.org</a>
I will check with Learning Support Coordinator
No
Not yet. It would be great to have one if you can share.
yes
no
n/a