

SPECIAL NEEDS FORM

PLEASE RETURN TO:

Outdoor School Office at the MESD

**11611 NE Ainsworth Circle
Portland, OR 97220 - 9017
ATTN: Kitty Boryer
Phone: 503 257-1607 Fax: 503 257-1592
kboryer@mesd.k12.or.us**

Yes ___ I do have students w/specific needs

No ___ I do not have students w/specific needs

Teacher Attending Outdoor School as follows:

Name: _____

School: _____ Phone _____

Site Attending: _____ Week: _____

Email address: _____

Dear Teacher:

Students in your classroom who experience needs that may warrant different levels of assistance and/or support from Outdoor School staff. In an effort to make every student's Outdoor School experience successful, it is important that any student in your class with a specific need be identified.

Please complete this form and **return it to the Outdoor School Office as soon as possible whether or not you have students with special needs.** Please list each student's with specific needs by name and give a description of their need. If you run out of room please attach an additional sheet of paper. Please include the best day _____ and time _____ that you can be reached.

Thank you for taking the time to complete this form; it enables us to provide a safer and more enjoyable experience for your students. **One-on-One assistance will be assigned according to the level of assistance the student requires (I must have additional information about their specific needs), and the availability of volunteers.** If you have any questions, please contact Kitty Boryer, (Student Services) at (503)257-1607.

Some examples of issues or needs that may impact a student's experience at Outdoor School may be:

Specific learning challenges, a student who is non-English speaking, a student who requires behavioral and/or social support, a student who has a chronic/serious illness (diabetes, etc..), a student who experiences developmental delay, student with speech or hearing impairment, or a student who requires the use of a wheelchair or adaptive devices.

***Please note, if you request a one-on-one volunteer, I must have additional information about the student's specific needs (primary disability, social, emotional, physical or behavior needs) please attach additional paper if needed.**

Student Name: _____	Student Need: _____
Primary Teacher: _____	_____
Is student on IEP? Yes ___ No ___	_____
Attending w/Aide? Yes ___ No ___	_____
One-on-One desired? Yes* ___ No ___	_____
Student Name: _____	Student Need: _____
Primary Teacher: _____	_____
Is student on IEP? Yes ___ No ___	_____
Attending w/Aide? Yes ___ No ___	_____
One-on-One desired? Yes* ___ No ___	_____
Student Name: _____	Student Need: _____
Primary Teacher: _____	_____
Is student on IEP? Yes ___ No ___	_____
Attending w/Aide? Yes ___ No ___	_____
One-on-One desired? Yes* ___ No ___	_____
Student Name: _____	Student Need: _____
Primary Teacher: _____	_____
Is student on IEP? Yes ___ No ___	_____
Attending w/Aide? Yes ___ No ___	_____
One-on-One desired? Yes* ___ No ___	_____

***Please attach an additional sheet if needed.**

Student Name: _____ Primary Teacher: _____ Is student on IEP? Yes___ No___ Attending w/Aide? Yes___ No___ One-on-One desired? Yes*___ No___	Student Need: _____ _____ _____ _____
Student Name: _____ Primary Teacher: _____ Is student on IEP? Yes___ No___ Attending w/Aide? Yes___ No___ One-on-One desired? Yes*___ No___	Student Need: _____ _____ _____ _____
Student Name: _____ Primary Teacher: _____ Is student on IEP? Yes___ No___ Attending w/Aide? Yes___ No___ One-on-One desired? Yes*___ No___	Student Need: _____ _____ _____ _____
Student Name: _____ Primary Teacher: _____ Is student on IEP? Yes___ No___ Attending w/Aide? Yes___ No___ One-on-One desired? Yes*___ No___	Student Need: _____ _____ _____ _____
Student Name: _____ Primary Teacher: _____ Is student on IEP? Yes___ No___ Attending w/Aide? Yes___ No___ One-on-One desired? Yes*___ No___	Student Need: _____ _____ _____ _____
Student Name: _____ Primary Teacher: _____ Is student on IEP? Yes___ No___ Attending w/Aide? Yes___ No___ One-on-One desired? Yes*___ No___	Student Need: _____ _____ _____ _____
Student Name: _____ Primary Teacher: _____ Is student on IEP? Yes___ No___ Attending w/Aide? Yes___ No___ One-on-One desired? Yes*___ No___	Student Need: _____ _____ _____ _____
Student Name: _____ Primary Teacher: _____ Is student on IEP? Yes___ No___ Attending w/Aide? Yes___ No___ One-on-One desired? Yes*___ No___	Student Need: _____ _____ _____ _____

OUTDOOR SCHOOL



To: Outdoor School Sixth Grade Teachers – Fall 2016
From: Kitty Boryer, Student Services Specialist
RE: Students With Specific Needs

Dear Sixth Grade Teacher,

My name is Kitty Boryer and I am the Student Services Specialist for Outdoor School. I help to ensure that the needs of students with special needs are being met during their time at Outdoor School. I recruit volunteers to work with students who need one-on-one assistance and I meet with the Outdoor School site staff the week before your class goes to Outdoor School.

The special needs form is attached. **I need to receive this form in my office by Tuesday, September 13th, or sooner**, to recruit and schedule volunteers to help assist your students who have specific needs. Please send or fax (503-257-1592) the form to me. **The more information you can provide on your form, the better.** It is nice to list low readers or ELL students on your form so they are not asked to read out loud. If you do not have any students who have special needs please call and leave me a message on my voice mail (503) 257-1607, or email me (kboryer@mesd.k12.or.us), so I can cross your class off my list.

Please note: A **one-on-one volunteer** are generally recent high school graduates or college students who have experience working with 6th graders at Outdoor School. However, they often have little to no experience working with students who have special needs. They are not paid and they receive minimal training. They have not been trained in blood borne pathogens, so they cannot change diapers or be involved in any safe feeding protocol. When volunteers are available, they are first assigned to students who are on an IEP and already have a one-on-one assistant in the school classroom. The next priority goes to those with an IEP who need extra assistance because of physical, medical, social or behavior needs. If the student is on an IEP for a learning disability, they usually do fine without the extra assistance because Outdoor School is a hands-on program.

I realize that there are those students who are not on an IEP, yet need extra assistance due to social or behavior issues. I will try to provide them a volunteer when needed, however, I need as much information as possible so I can determine who will be assigned one of the limited volunteers. In the past, we have had good luck with our volunteers, however, we never know how well they will do until they are faced with a challenging situation. Also, they may cancel at the last minute or they may be reassigned to a student whose needs are greater. At each site, we have staff assigned to help out with students who have special needs and to support and assist volunteers in meeting the needs of their assigned student(s). If your student does not receive a one-on-one, we will try to place them in a cabin with a strong student leader.

Please feel free to call me with any questions or concerns and I will do my best to make sure your student(s) are successful at Outdoor School.

My phone number is (503) 257-1607 and my email: kboryer@mesd.k12.or.us.

Sincerely,

Kitty Boryer- Outdoor School