

## Student Support Binder Audit Checklist

Student:	School:	School Year:
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Ministry Category	A	B	C	D	E	F	G	H	K	Q	R	P
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Sections	Contents	Meets criteria	Not meeting criteria -what else is needed; why it doesn't meet criteria.
<b>Ministry Requirements</b>	Ministry Category Checklist		
	IE.4 SISAR for Cat A-H		
	IE.2 Consent for Release of Confidential Information		
	Support Planning Tool (optional)		
	IE.5 Evidence of Consultation		
	CB-IEP (Current year)		
	CB-IEP (last years)		
	Progress Report(s), include 1-2		
<b>Medical Reports/ Letters</b>	Doctor		
	Paediatrician		
	Psychiatrist		
	IHCAN (required for cat. G)		
	Other:		
<b>Professional Reports/ Letters</b>	Psychoeducational Assessment		
	BASC or Conners		
	OT		
	PT		
	SLP		
	Behaviour report-FBA		
	Proof of ongoing Outside Agency-current year (required for cat. H)		
	Other:		
<b>History of Behaviours-</b> current record of intense behaviours (required for cat. H)	IE.7 FBA + Behaviour Support Plan (if applicable)		
	IE.8 Behaviour Plan (if applicable)		
	IE.9 Safety Plan (if applicable)		
	IE.10 ABC Chart (if applicable)		
	IE.11 Frequency, Duration, and Intensity (optional)		
	IE.12 Weekly Scatter Plot (optional)		
	M.19 Student Behaviour Assessment Form (if applicable)		
<b>SBT/Team Meeting Notes-current</b>	IE.6 Meeting Notes Form - specific to the individual student (do not include notes regarding other students)		

Does the documentation meet Ministry criteria for the category? Meeting \_\_\_\_\_ Not meeting \_\_\_\_\_

Comments:	District Psychologist		Date	
	District Inclusion Support Teacher		Date	
	Director of Inclusive Education		Date	