



ADDITIONAL ASSISTANCE POLICY

Basic Beliefs

At Berwick Lodge Primary School, we believe the structure and consistency of the classroom programs effectively meets the learning needs of the majority of our students. However, for those students who require additional assistance, a supportive program will be provided.

Goals

At Berwick Lodge Primary School, we will provide additional assistance to those students who have particular learning needs in all areas of the curriculum, with an emphasis on Literacy.

This will be provided through:

- Specific educational and learning experiences for under achieving students, to develop and strengthen their skills
- Developing self-esteem
- Positively acknowledging the growth in students' learning
- Providing the opportunity for students to learn at their own pace and at their own level of ability

Guidelines

For those students who may require additional assistance:

- Diagnostic strategies will be used to identify areas of difficulty, where students may need further support
- Planning of individual and small group programs will be considered within the whole school context, the *Victorian Curriculum Standards*, and the Early and Middle Years Literacy Program
- All students will be supported while they develop more effective skills and strategies
 - Individual Learning Goals will be developed in consultation with the grade teacher and implemented within the classroom program and supported where relevant within the Additional Assistance program.
 - Meetings between parents and teachers will be organised when needed to discuss and monitor student progress. The Additional Assistance teacher will regularly inform the classroom teacher of the students' progress.

- At Grades 1 and 2 an Additional Assistance Program will operate to support the Early Years Literacy Program. Additional Assistance staff will use diagnostic strategies to identify students 'at risk' in reading
- Students at Grades 1 and 2 deemed 'potentially at risk' will be regularly monitored and included in the Additional Assistance program if required
- If required, students will be referred to specialist support agencies such as speech therapy, occupational therapy and guidance officer
- An ongoing record of all students involved in Additional Assistance will be maintained each year
- All students involved in the Additional Assistance program will receive an end of Semester report.

Responsibility for Implementation

The Curriculum Leadership team, in conjunction with the Additional Assistance teachers will be responsible for the implementation and continuous monitoring of the policy.

Date Passed by School Council

The Additional Assistance Policy was passed by School Council on 15th September 2025.

Proposed Date of Review

The Learning Sub-Committee will be responsible for co-ordinating and planning the review of the Additional Assistance Policy under the auspices of School Council. The review period will be 3 years from the policy being passed by School Council.