

Inclusion Outreach District Partner Role Description

What is a District Partner?

British Columbia's Ministry of Education funds 9 Provincial Outreach Programs to help meet the educational needs of low-incidence students in BC school districts and Group I and II independent schools. Inclusion Outreach (IO) serves students with multiple and complex learning needs.

Each BC school district (and Independent School group) has a person **designated as a District Partner** who **acts as a liaison** between the Provincial Outreach Program and their school district.

What are the Roles and Responsibilities of the District Partner?

A district partner acts as a link between their school district and IO to **support service delivery to students with complex needs and their teams**.

General Responsibilities throughout the School Year:

- Understand the Inclusion Outreach program, services, and mandate
- Familiar with the Inclusion Outreach [website](#), [referral process](#) and [online courses](#)
- Coordinate referrals with the student's school team, including informing the student's family and obtaining their consent
- Invited to attend District Partner Meetings, and professional development offered by Inclusion Outreach
- Share information from Inclusion Outreach to their district staff who could benefit

Responsibilities for a Student Specific Visit:

- Act as a **liaison** between the Inclusion Outreach Team and the student's school based team; including but not limited to the classroom teacher, support teacher, Teacher of students with Visual Impairments, Orientation and Mobility Specialist, Teacher of the Deaf and Hard of Hearing, Therapists, Counsellors, Nursing support, EA's, who work directly with the student
- Support with organizing PATH if chosen by the family – coordinate with the case manager, arrange space, share invite, arrange for food and drinks if so desired.



Presence
Choice
Respect
Competence
Inclusion

{inclusion outreach}

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- Access the **student websites** assigned to IO students and **assist teams to navigate pre-visit paperwork, checklists and consent forms**
- Determine and plan if a **district in-service** is applicable during a student visit; collaborate with team on preferred in-service topic and arrange meeting space
- Attend the **summary meeting** on the final day of the visit

If you have any questions, please connect with the [Inclusion Outreach contact](#) for your school district, or contact the IO office to talk with the Program Coordinator.