School District 8 Kootenay Lake

Student Support Binder Audit Checklist

Student:	School:	School Year:

Ministry Category	A		B		C		D		E		F		G		H		K		Q		R		P	

Sections	Contents	School conf'd	School Notes	INC conf'd	Inclusive Notes:
Ministry Requirements	Ministry Category Checklist				
	IE.4 SISAR for Categories 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				
Medical Reports/ Letters	Doctor				
	Paediatrician				
	Psychiatrist				
	IHCAN (required for Category G)				
	Other:				
Professional Reports/ Letters	Psychoeducational Assessment				
	BASC or Conners				
	OT				
	PT				
	SLP				
	Behaviour report-FBA				
	Proof of ongoing Outside Agency-current year (required for Category H)				
	Other:				
History of Behaviours- 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)				
	Tracking of Behaviour				
	M.19 Student Behaviour Assessment Form (if applicable)				
SBT/Team Meeting Notes	IE.6 Meeting Notes Form – specific to the individual student (do **not** include notes regarding other students)				

Inclusion Support Teacher signature		Date	
Principal signature		Date	

Yes, documentation criteria for the requested category are met		No, does not meet criteria	
Comments:			
	Reviewed by		Date
	Director of Inclusive Education		Date