

Appendix 2: Sample Forms Related to Transition Planning

a) Consent to Share Transition-Plan Information

CONSENT FORM

_____ District School Board

Student _____

I consent to the sharing of the following documents with the members of my child's transition-planning team listed below. This consent is for a period of one year from the date this document is signed.

Members of the Transition-Planning Team

Name

Organization

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Documents to be shared

(All of these documents can be found in the OSR.)

- | | |
|---|---|
| <input type="checkbox"/> most recent psychological assessment | <input type="checkbox"/> most recent Individual Education Plan, including transition plan |
| <input type="checkbox"/> most recent medical assessment | <input type="checkbox"/> _____ |
| <input type="checkbox"/> most recent educational assessment | <input type="checkbox"/> _____ |
| <input type="checkbox"/> most recent report card | <input type="checkbox"/> _____ |
| <input type="checkbox"/> most recent IPRC statement of decision | <input type="checkbox"/> _____ |
| <input type="checkbox"/> most recent annual education plan | <input type="checkbox"/> _____ |

Signature of parent/guardian or student, if age 18 or over

Date

b) Sample Memorandum to Parent/Student

For optional use when a transition plan is developed separately from the rest of the IEP

_____ District School Board

MEMORANDUM

TO: _____

FROM: _____

DATE: _____

RE: Transition Plan for _____
(student name)

Enclosed is the transition plan, including the points we discussed at our recent meeting. This plan is part of the Individual Education Plan (IEP) and will be stored by the school in the Ontario Student Record (OSR) Documentation Folder (as per Regulation 181/98).

A copy of the plan has been provided to all individuals who were involved in preparing it.

If you have concerns about the plan as it is written, or if concerns arise in the course of the year about how the plan is being carried out, please let me know. You can reach me by phone at

_____ .

The next scheduled review of this transition plan will be _____ .

However, please feel free to call me at any time if there is a need.

(Signature)