

## Introduction

Children who are enrolled with Ko Taku Reo Preschool may use services from other agencies.

All staff at Ko Taku Reo Preschool, Auckland aim to work collaboratively with other agencies and services as appropriate such as Advisors of Deaf Children, Ministry of Education Early Intervention Teachers, Deaf Aotearoa – First Signs, Audiologists, SLTs and other organisations ie CCS and Hearing House. We recognise that effective relationships with these professionals are instrumental to the success of the children, their whanau and the programme.

## Purpose

Te Whāriki: Belonging. Children and their families experience an environment where connecting links with the family and the wider world are affirmed and extended.

## Procedures

### Referrals to Ko Taku Reo

Advisors on Deaf Children are to be the referral agents to the Ko Taku Reo Preschool, Auckland.

Other organisations such as Hearing House and CCS may also refer a child. Families can also choose to refer their own deaf child. In these instances, the AODC will be notified.

Children of Deaf Adults (CODA) and siblings of currently enrolled students and local community children can be referred directly by their parent/caregiver.

### External Referrals

Parents are at all times consulted and permission obtained if a referral to another agency is required.

### Audiology

If deaf, the child is either under the care of the DHB's Audiology Service or, if they have a cochlear implant, Hearing House.

### Coordination of Support

Each child will be allocated a Key Teacher. The role of the Key Teacher is to be the key contact person for the family, Advisor of Deaf Children and any other professionals involved with the child.

The key teacher of the deaf strives to maintain regular contact with the Advisor of Deaf Children and any other professionals engaged with the child to provide continuity of support for the family.

Ko Taku Reo Early Years has an open-door policy for AODCs and any other professionals – they are encouraged to visit Preschool. It is advisable to contact the Preschool Lead to ensure the child is at the centre before visiting.

## Assessment

The Key Teacher will work with the child's team to determine what and who will do assessments as appropriate.

## Individual Plans

The Key Teacher will work with the child's team to determine who will coordinate and/or lead the Individual Plan meeting. Ideally this will occur twice a year. It will be agreed at the meeting who will write up the plan.

## Applying for ORS

The AODC or the Fundholder (ie CCS) is responsible for organising the ORS application. Ko Taku Reo staff will support and contribute to the application as appropriate.

Reviewed	September 2021
Review partners	Ko Taku Reo Preschool staff, parent community
Next review date	September 2024
Signed:	
Preschool Lead	Krista Clifford