



## Planning for Students with Special Education Needs attending Palomar Outdoor School

- Every effort is made to accommodate the needs of students while at Palomar.
- Completing and submitting the **Student Needs** form **three weeks** prior to attendance communicates needs and strategies. This facilitates planning for cabins, dens, core groups and staff assignments.
- The usual ratio of **“on schedule”** city teachers to students is 1:30. As needed and authorized, additional teacher(s) and/or classified staff may come to Palomar and be **“off schedule”**. This allows for direct support and supervision of a student or group of students with additional needs.
- When a Special Education teacher is not attending Palomar with their students, it is very helpful to plan with the teacher who will be attending to meet the needs of the students.
- Consider factors that are different while away e.g. around the clock, personal needs, multiple changes throughout the day, unstructured time as compared to school, etc. These often affect and influence student needs and behavior.
- Students are in groups of approximately 15-19 in core and 55-65 in cabins. These groups have 1-2 supervising adults. Information about new routines and transition from one activity to another is under the leadership of a variety of Palomar staff.
- Arrival is approximately noon on Monday. Teacher and/or aide are requested to check into the Health Office to discuss needs/plans with the Palomar school nurse.
- Days start at 6:30 am; lights out is about 9:30 pm.
- City staff **does not** sleep in the cabins with students.
- Students who usually have a 1:1 aide will likely need one while at Palomar. Aides are paid by their school for their usual hours worked. Additional hours worked while at Palomar will be recorded on a time sheet by the individual and paid by the OCILE program.
- Students who do not have an aide in the school may require an aide in the Palomar Outdoor School environment. While the site school must arrange for the requested aide, OCILE can provide budget money to assist in this.
- **The sending school is responsible for making all arrangements for staffing.** This can be done with school site staff and/or the sub desk.
- Conversations with parent/guardian may be essential to discuss any needs related to sleep, self care, etc. so appropriate plans be made ahead of time.