

HECIS: IMPLEMENTING A PROGRAM FOR A CHILD WITH ASD OR DELAYS IN COMMUNICATION, PLAY & SOCIAL SKILLS PROCEDURE

9.f	<i>IMPLEMENTING A PROGRAM FOR A CHILD WITH ASD OR DELAYS IN COMMUNICATION, PLAY & SOCIAL SKILLS PROCEDURE</i>
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Applies to: Staff
Specific responsibility: HECIS Co-Ordinator and Education/Support Staff

Version:
Date approved: 5.8.14
Next review date: Aug 21

HECIS Staff to refer to 9.12 Case Management Policy in conjunction with this procedure.

Research and experience have noted that children presenting with the above difficulties responds most positively to the following program styles. This is based on observations that these children rely heavily on:

- visual rather than auditory learning- due to their difficulties with language
- structured and predictable environments – due to their difficulties with sequencing events and forward planning and understanding combined instructions
- teaching of social skills- due to their difficulties in understanding language and attaching meaning to various social interactions
- teaching of play skills – due to their difficulties with sequencing, learning from observation, and lack of imitation

An understanding that families of these children can experience high levels of stress in addressing their child's needs and need both practical and emotional support, and as such, we will refer families to support agencies as needed.

HECIS aim:

- to provide early intervention programs that assist the child to meet their potential
- to provide awareness across environments of the specific needs of these children and the strategies that are most effective in enhancing their skills
- to develop independence, initiative and choice making skills
- to increase the child's communication, play, social and preacademic skills
- to support the family in meeting their child's needs

PROCEDURES

1. A referral will be received from the centre or parents which highlights the child's main difficulties in their development.
2. The HECIS Co-Ordinator will go out to the Centre or Home to observe the child and to discuss concerns and current supports.
3. A meeting will be held with parents and staff to discuss the child's interests, strengths and needs and to gather information about possible strategies for intervention.

The meeting will include:

- Information about the services HECIS can provide and decisions made as to what would be most helpful for the individual child, family and centre staff i.e.
- Information about Autism (where applicable)
- Advice about family involvement in the program
- Clear information regarding time commitment to specific programs
- Advice about the types of intervention that the child may need
- Other referrals to be made – for child and/or family
- An outline of the responsibilities of Centre staff and early Intervention staff
- Home Program development and implementation

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4. An individual education plan (IEP) will be established in consultation with parents and staff to target specific skills for development and how the program will be delivered and reviewed.

The plan may include some or all of the following:

- One-to-one teaching of attention, imitation and skills through activity scheduling
- Provision of visual supports at home and at the centre
- Behavioural support and programming
- PECS training
- Sensory awareness information
- Goals and outcome based objectives for the child with regard to communication, play, social, self help skills and preacademic skills.
- Objectives relating to independence, initiative and choice making
- Generalisation of skills
- Peer support and inclusion issues
- Transition support program

DOCUMENTATION

Documents related to this procedure	
Related policies	Case Management Policy
Forms, record keeping or other organisational documents	Individual Education Plan (IEP)

Reviewing and approving this procedure		
Frequency	Person responsible	Approval
Annually	HECIS Co-Ordinator	Management Committee

Procedure review and version tracking			
Review	Date Approved	Approved by	Next Review Due
1	26.8.15	HECIS Co-Ordinator	Aug 2016
2	8.8.16	HECIS CoOrdinator	Aug 2017
3	16.8.17	HECIS CoOrdinator	Aug 2018
4	11.9.18	HECIS CoOrdinator	Aug 2019
5	17.9.19	HECIS CoOrdinator	Aug 2020
6	15.9.20	HECIS CoOrdinator	Aug 2021

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