

## TRANSITION FROM ROCK BROOK

Transitioning from Rock Brook happens via several different routes. There is no one absolute process through which placement outside of RBS is decided. The decision for potential placement change can occur in the following ways:

1. A child ages out
2. Rock Brook initiates the idea of transitioning to another program through our observations and work with a child. We notify both the family and the case manager in order to begin a dialogue.
3. The family initiates transition discussions. If a family feels transition is an option for their child we recommend they notify us as well as their case manager.
4. The district initiates transition discussions. We hope the district will notify us, as well as the family.

Whenever placement change is initiated, Rock Brook should be included in discussions regarding the type of programming that would be most appropriate for the child in question. The Rock Brook staff is available to visit potential programs with families upon request. It is our policy to suggest the possible services necessary or the desired components of a program that would best fit/service the child's needs. We will answer whatever questions your school district poses to us regarding the type of programming desired to fit a child's needs. We will answer whatever questions your school district poses to us regarding the type of programming desired to fit a child's needs. We cannot decide specific placement or recommend any one place unless specifically asked by the sending district.

We suggest beginning the process by the Fall Conference of the year that the child will be aging out. At that time we suggest speaking with your district regarding placement options. It is important for the family to visit potential programs.

In the event a child is not aging out, but placement is being questioned by Rock Brook or the family, discussion should be taking place and the district notified by the February Parent/guardian-Teacher conference time. Family involvement in viewing programming is important.

It is our hope that a sending district will follow the same guidelines when initiating a placement change.

The process of transitioning should include the district having and sending out up-to-date records on your child. This may include new evaluations from the child study team and from RBS, where appropriate. Therefore when transitioning to a new program, that is not an in-district program, it is important for us to discuss the necessity for new evaluations with your case manager as early in the school year as possible.

If you are uncertain how to proceed when transition discussions begin, please call your child's teaching team or the RBS Principal or Director.