



PARENT TRAINING AND INFORMATION PROGRAM

ONE-TO-ONE TRAINING POLICY

It is the philosophy of the PAVE Parent Training and Information Program that parents are experts on their children, and the best persons to work on behalf of their own child and his/her needs. It is our goal to provide information and training so that each parent will have the skills to be equal partners in the decision making process for their child. Therefore:

In the PAVE organization Parent Resource Coordinators:

1. Provide specific information about rights and procedures pertaining to special education;
2. Teach effective record-keeping and documentation skills;
3. Assist parents in planning for meetings with school personnel;
4. When available may accompany parents to school meetings as a participant, observer, note-taker and to discuss the meeting with the parent afterwards;
5. Discuss possible options available for the child;
6. At all times honor confidentiality of children, parents and families;
7. At all times honor the cultural values of children, parents and families;
8. Provide workshops about topics related to special education;
9. Encourage attendance at workshops so parents will have more comprehensive information about their rights and responsibilities in the special education system.

In the PAVE organization, Parent Resource Coordinators will not:

1. Attend meetings without the parent or guardian of the child whose program is being discussed;
2. Participate in discussions or talk with teachers, therapists, administrators, etc. without the parent's or guardian's presence and permission;
3. Review records for a child without the parent's or guardian's presence and permission;
4. Make any decisions about a child's program or placement;
5. Recommend one program or placement over another.

PAVE staff and volunteers are not attorneys and do not give legal advice.