If successful,

- **Teacher/supervisor** completes the LST referral form and submits this to the LST coordinator.

- Teacher puts new strategies, accommodations and plans into action.

- Teacher and supervisor discuss issues together. Review current Learning & Behaviour plans & interventions. Make changes where necessary.

- **Teacher/supervisor contacts parents/careers to discuss issues.**

- If no significant change takes place:
  - Parents/careers contacted by the LST coordinator and the plan explained.
  - Copy of the plan given to all meeting attendees.
  - Plan is implemented & monitored.
  - Progress & effectiveness of the plan reviewed at the predetermined time.

- All staff notified of plan if relevant during staff meeting by the School Counsellor or coordinator.

- Evaluate plan at the next LST meeting.

If unsuccessful:

- Teacher identifies student experiencing difficulties.

- Supervisor identifies student experiencing difficulties.


- Teacher/supervisor contacts parents/careers to discuss issues.

- Another meeting held to determine next actions. (e.g., conducting a Functional Behaviour Assessment.)

- Plan continued and updated as needed. Update the student’s PBSP.

- Evaluate plan at the next LST meeting.

- Another meeting held to determine next actions. (e.g., conducting a Functional Behaviour Assessment.)

- Plan continued and updated as needed. Update the student’s PBSP.