




## Program Visit Checklist

This checklist has been developed by the Massachusetts Association of 766 Approved Private Schools (maaps) to provide parents with a means of evaluating various special education programs that may offer services for their child. It is meant as an objective guide, to help in the decision-making process of selecting a program their child may attend.

Please keep in mind the following:

- Greater than the sum of its parts: an approved special education school is more like a meal than a salad bar. Consider the needs and recommendations for your child as a starting point, and then think about each school as a comprehensive package of environment, personnel, and programs to help determine where your child may best fit. The checklist below can help frame your questions and observations to focus on your priorities, but it is not an exhaustive list. You may be surprised at how the unique combination of special components may make a school a great match for a student!
- Special education schools have approved programs which may look different from one another and different from the public school. As parents, you are encouraged to visit multiple programs that may offer the type of comprehensive program that will best meet the needs of your child. Keep in mind that the schools themselves have their own admissions criteria which help maintain the integrity of the approved model. They will also have questions for you to help make sure the right decision is made in the end.

<p style="text-align: center;"><b>School Visit Checklist</b></p> 	<b>School name:</b>	<b>School name:</b>
	<b>Contact:</b>	<b>Contact:</b>
	<b>Date of visit:</b>	<b>Date of visit:</b>
	<b>Travel time from home:</b>	<b>Travel time from home:</b>
<b>My child's diagnoses:</b>	<b>Does this school serve students like my child?</b>	<b>Does this school serve students like my child?</b>
<b>My child's IEP services:</b>	<b>How would this school address my child's needs in these areas?</b> <i>(Licensed personnel? Embedded in the classroom or pull-out? Other ways of meeting this need?)</i>	<b>How would this school address my child's needs in these areas?</b> <i>(Licensed personnel? Embedded in the classroom or pull-out? Other ways of meeting this need?)</i>
<b>1.</b>		
<b>2.</b>		
<b>3.</b>		
<b>4.</b>		
<b>5.</b>		
<b>6.</b>		
<b>7.</b>		
<b>8.</b>		
<b>9.</b>		
<b>10.</b>		
<b>How does the school or program match up to recommendations from evaluators, consultants, or special education team in the following areas?</b>		
• <b>Class/Group Size:</b>		
• <b>Staff Ratio:</b>		
• <b>Peer Group Profile:</b>		
• <b>Academic Model:</b>		
• <b>Specific Personnel:</b>		
• <b>Specific Philosophy or Service</b>		

<ul style="list-style-type: none"> <li>• <b>Specific Safety or Behavior Management Approach:</b></li> </ul>		
<b>Scenarios I'm concerned about:</b>	<b>How would the program address this scenario?</b>	<b>How would the program address this scenario?</b>
<b>What is a typical day like at this school or program? What social and enrichment programs are available?</b>	<b>Notes:</b>	<b>Notes:</b>
<b>How would I know how my child is progressing? Who would communicate with me about my child and how often? How are parents/families involved?</b>		
<b>Notes about facility and environment:</b>		
<b>Unique characteristics that stand out to me:</b>		

<b>Follow up Notes:</b>		