

# What is an Individual Education Plan (IEP)?



- IEPs identify a range of supports that will enable the student to learn and participate to achieve success.
- Teachers, parents, services personnel and the student work together to develop the IEP.
- The IEP encourages student voice.
- Students can make decisions about their own learning.
- It should consider “reasonable adjustments”.
- Includes strategies and resources required to implement a SMART goal that best supports the student.
- For more info look at the IEP resources: [individual-education-plans-ieps/policy](#).

# What is a SMART goal in an Individual Education Plan (IEP)?

The short-term goals in the IEP should be **SMART**:

- Specific (focus on one thing)
- Measurable (task completed/task incomplete)
- Agreed (teacher and student agree)
- Relevant (part of work being covered in class)
- Time-bound (due on a set date)

Short-term **SMART** goals should lead to the achievement of long-term goals.

Reference:

- [individual-education-plans-ieps/guidance/smart-goals](#)
- [individual-education-plans-ieps/resources](#)

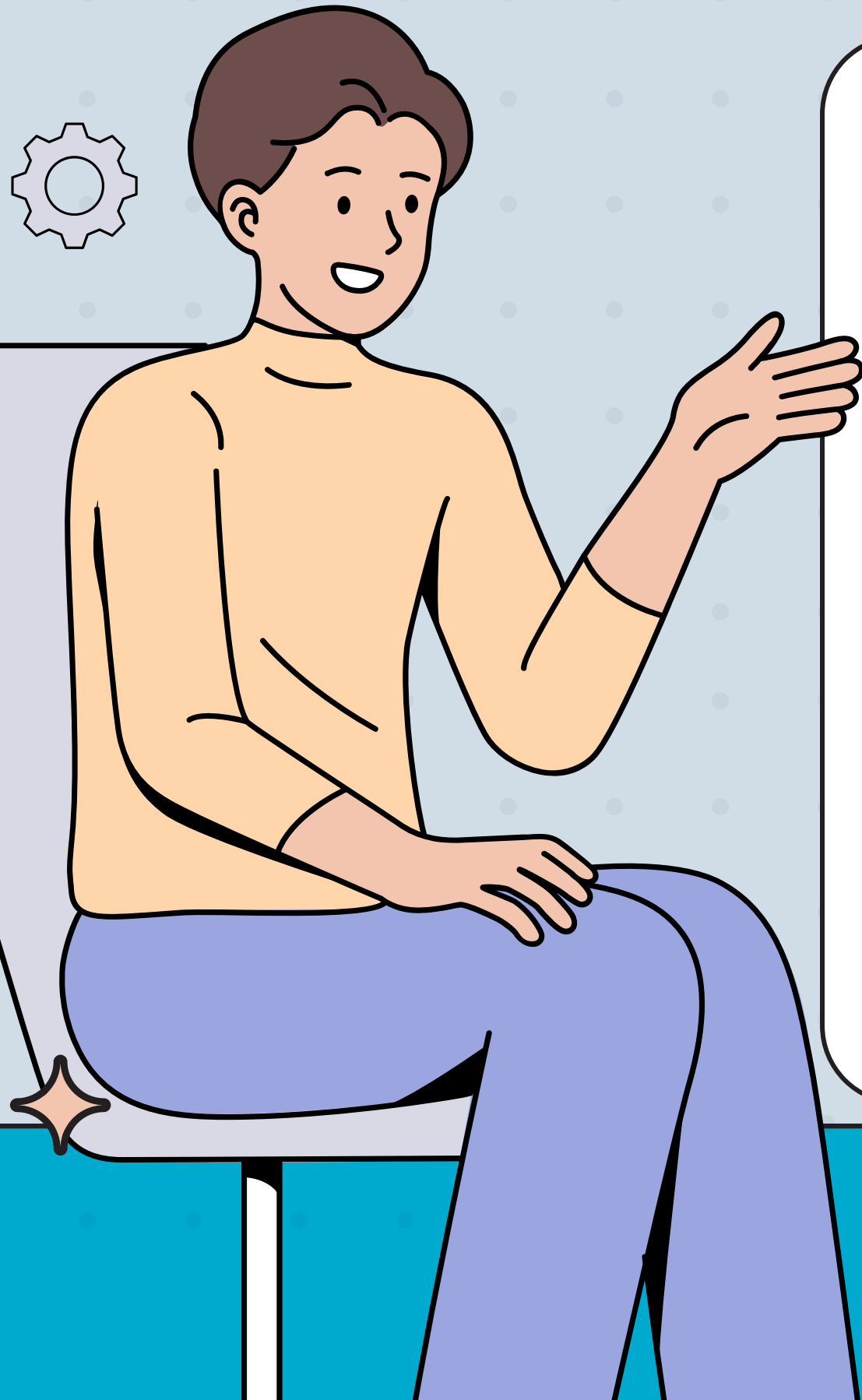
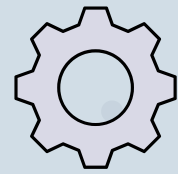
**An example of a SMART goal could be:**

*Updating my Maths Summary Book*

- By the end of week 2 - I will bring my Maths summary book to class each lesson.
- By the end of week 4 - I will have pasted in most of the important Area summary notes for the topic: Area.
- By the end of week 6 - I will have my summary book up to date with all handouts pasted in.
- By the end of Semester 1 - I will have all of the Area summary notes pasted in and I will add my own notes.



# Who to speak to about an Individual Education Plan - Secondary Education



1

Contact **ONE** of the following:

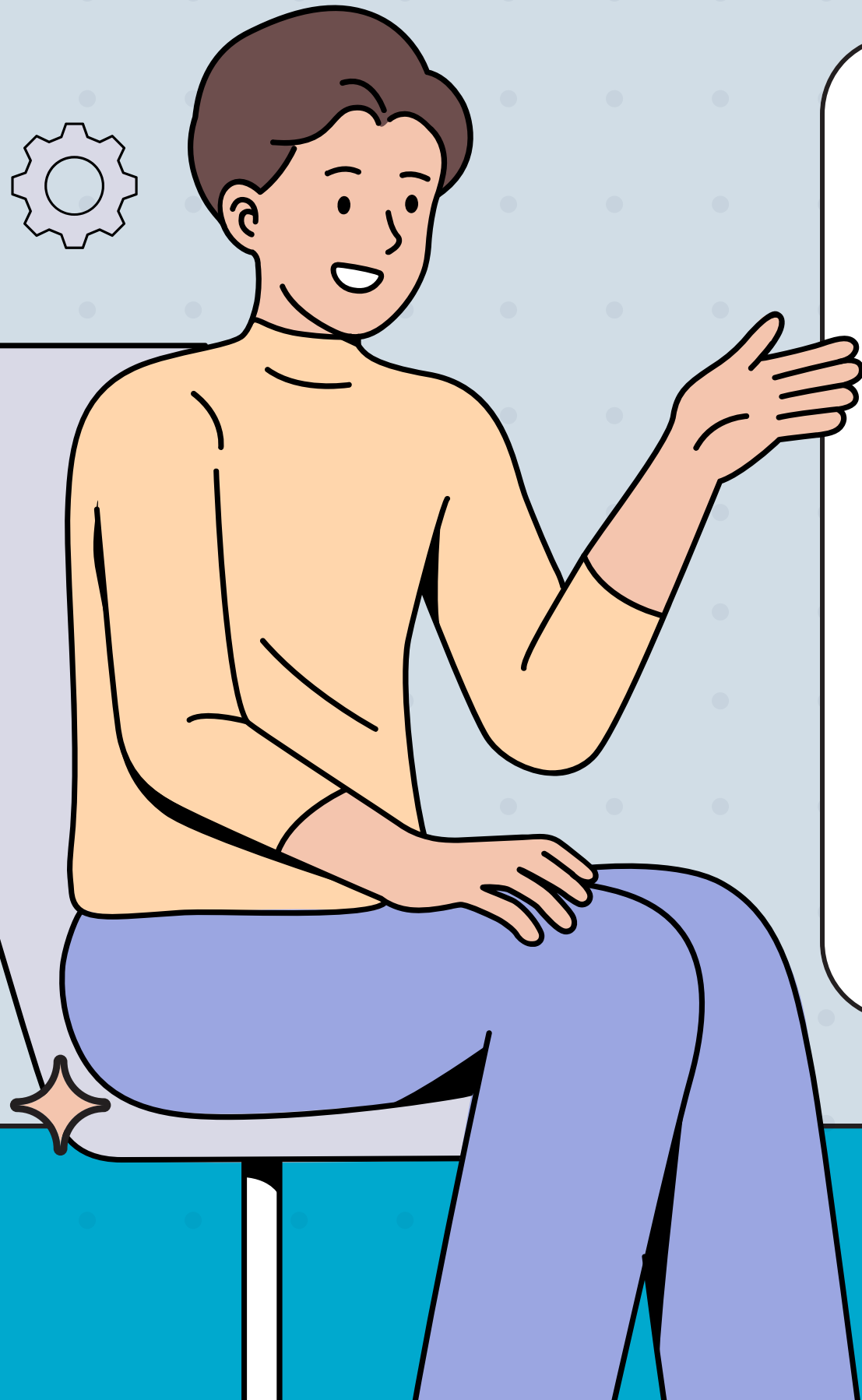
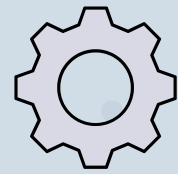


Principal OR Assistant Principal  
Year Level Coordinator  
Inclusive Education Learning Specialist  
Student Welfare  
Home Group Teacher  
Subject Teacher

2

**Ask** for a Student Support Group (SSG) meeting to discuss an Individual Education Plan (IEP) for your child.

# Who to speak to about an Individual Education Plan - Secondary Education



## Secondary Website resources

[vic.gov.au/diverse-learners-hub](https://vic.gov.au/diverse-learners-hub)

[vic.gov.au/learning-difficulties](https://vic.gov.au/learning-difficulties)

[vic.gov.au/supporting-your-childs-education](https://vic.gov.au/supporting-your-childs-education)

[vic.gov.au/extra-learning-support-students-additional-needs](https://vic.gov.au/extra-learning-support-students-additional-needs)

[vic.gov.au/extra-learning-support-students-additional-needs#student-support-groups](https://vic.gov.au/extra-learning-support-students-additional-needs#student-support-groups)

[vic.gov.au/how-talk-your-school-about-your-childs-learning-difficulties](https://vic.gov.au/how-talk-your-school-about-your-childs-learning-difficulties)

ICan Network: [Navigating-High-School](#)

[acd.org.au/starting-secondary-school/](https://acd.org.au/starting-secondary-school/)

[acd.org.au/childrens-rights-in-education/](https://acd.org.au/childrens-rights-in-education/)

[acd.org.au/funding-for-students-with-disability-in-catholic-schools/](https://acd.org.au/funding-for-students-with-disability-in-catholic-schools/)



Department  
of Education