

			
	POLICY		
	PARENT AND CHILD TRAINING (PACT)		
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PARENT AND CHILD TRAINING (PACT) POLICY

PURPOSE

The purpose of the PACT policy is to ensure that the training of the parents and placement and training of students in the PACT programme is carried out in a systematic manner and to determine the eligibility of the students for placement in the classroom at the Centre at the end of the training period.

SCOPE

- Individuals diagnosed with primary condition of Autism spectrum disorder who seek placement and training in PACT programme at the Centre
- Families of individuals diagnosed with autism spectrum disorder seeking placement and training in PACT
- Staff involved in the training programme in PACT

ENTRY TO PACT

1. Any individual between the ages of 3 to 14 years with a primary diagnosis of Autism Spectrum Disorder will be considered for training in PACT.
2. For a placement recommendation to the PACT; the individual will either be
 - a. required to have a confirmed diagnosis of Autism Spectrum Disorder from an external professional for immediate placement or
 - b. screened by the Centre's psychologist for a diagnosis of ASD
3. The PC will administer an Entry Level Assessment at the time of case intake to ascertain if the student/parent requires the PACT programme. Based on the results of the assessment a placement in PACT or GP will be recommended.
4. The following individuals will be referred for general admission if

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- a. They have a primary medical diagnosis related to any syndrome/ medical/ physical/sensorial conditions with associated features of autism.
 - b. The parents have been identified to be aware about autism and related training procedures and have received adequate training in management of their children.
5. The decision about the placement of students from PACT to General Programme will be taken by the Programme Coordinator based on the recommendation of the PACT Trainer/PACT HOD. PACT Trainer/PACT HOD will recommend such transfers if required after a thorough assessment and observation of the student and the parent in PACT.

TRAINING IN PACT

1. Parents will be required to attend the training sessions with the individual through the entire programme.
2. The PACT trainer will use ABA methodologies and techniques while training the parents and students in PACT.
3. Each student will be provided a consultation form OT and SLT. A consultation from PT will be provided if required.
 - a. Regular training/intervention sessions by OT and SLT will not be provided for students in PACT.
4. In cases where parents are unable to attend the training sessions, other caregivers including family members, shadow teachers, and nannies will attend for the entire or partial time period.
5. Parents will be given the option of selecting the slots for training schedule on a first come first serve basis only.

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6. 80% attendance of the parent/caregiver and the students is mandatory for the entire training period.
7. Parents will be required to inform the Student Affairs Secretary/PACT Trainer through phone or email in case of leave taken
8. Admission to the PACT programme will be granted any time throughout the academic year as per the availability of seats.
9. Video review of parent and child interactions will be conducted as part of the professional training and the video clips will be used purely for academic interest within the Center's premises.
10. The personal details of the student and the family will be kept strictly confidential and all staff working with PACT will adhere to the rule of confidentiality
11. Student with an infectious or contagious condition will be asked to remain at home till the condition subsides for the safety of other children. Students are expected to maintain a regular schedule of hygiene and cleanliness.
12. No transport will be provided to the participants of the PACT programme.
13. Fees should be paid at the beginning of each month. Fees thus paid will not be refunded for child's absence from the programme.
14. The administration will inform the PACT staff of any fee irregularities. The Centre's policy for nonpayment of fees will be adhered to.
15. The programme will be conducted in English with occasional support provided in Arabic.
16. All public holidays will be applicable to this program.

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General :

Student Admissions to the PACT may take place without following any or all of the steps outlined in the student admissions procedure, under exceptional circumstances and with the prior approval of the Director only.

Any related ministerial orders and/or government laws shall supersede this policy document until the time that this policy is revised in conjunction with ministerial orders and/or government laws.

			
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Appendix – Amendment History & Authorisation

Revision No	Description of Change	Issue Date	Authorised By
00	First Issue	09 Dec 2014	Director
01	New Al Noor logo	01 Feb 2016	Director
02	New step of PC completing the PACT General Admission Placement format, based on which the student could be placed either in the PACT classroom or the general classroom.	26 May 2019	Director
03	Replace the Centre's logo in all QMS documents and revision of document codes	12 Aug 2020	Director
04	- Changes in procedure and entry timings. Entry to PACT will be throughout the year and transfer to GP will be recommended if the students is found eligible based on the transfer criteria. - Transfer to GP too anytime of the year based on the transfer criteria	03 Feb 2021	Director
05	Replace the Centre's logo in All QMS documents Except HR, Accounts and SCR Documents.	16 March 2021	Director
06	Replace the Centre's logo in All QMS documents Except HR, Accounts, SCR, FM and IT Documents.	16 September 2024	Director

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