

## **PSYCHOLOGICAL ASSESSMENT**

The policy of Rondebosch Boys' Prep School is to keep psychological assessments as confidential as possible.

### **PROCEDURE:**

1. Any reports sent to the school by psychologists will be given to the Headmaster first.
2. These reports will then be handed to the Remedial staff who will record them and keep them on file in the Lilacs.
3. Teachers will be notified by the Remedial staff when a report has been received and they are welcome to peruse it or have it discussed as part of a TST meeting.
4. The Remedial staff will enter all details on the cumulative record cards.
5. Any new applications which arrive at school will have a note attached stating if a psychology report is included (particularly new grade 1 applications).

### **PLEASE REMEMBER:**

1. No staff member may refer a learner for a psychological assessment without going through the Remedial department and a TST meeting.
2. No profiles or reports may be removed from the school premises as these contain original documents.
3. Psychological assessments for the purpose of defining an IQ have been discontinued as they infringe on the rights of the child.

If you require any further clarity on this matter please feel free to discuss it with the Remedial staff who will be happy to oblige.

Once again thank you for your co-operation.

The Remedial staff.