



### **SEIT Expectations**

New York Therapy's Special Education Itinerant Teacher (SEIT) \_\_\_\_\_, is providing SEIT services for (child's name) \_\_\_\_\_. SEIT services start on (date) \_\_\_\_\_ at (location) \_\_\_\_\_.

The SEIT can be reached by phone: \_\_\_\_\_

#### **SEIT services will take place on the following days and times:**

Monday	Tuesday	Wednesday	Thursday	Friday

The primary goal of Special Education Itinerant Services is to provide the necessary special education supports to help the student in a regular education classroom or home setting. The SEIT is mandated to work on the goals and objectives mandated on the child's Individualized Education Plan (IEP). The SEIT is also a resource and guide for the classroom staff and family and any proactive strategies that have been implemented can be carried over throughout the child's day.

The child's home school district should be sending you a copy of the IEP so you can collaborate with the SEIT to work on the child's IEP goals and objectives in the classroom (and home).

If services are provided in a school, the school staff will be asked to sign the SEIT's attendance on EnterCLAIMS after *each* session. Any person other than the parent/guardian signing the attendance must be on the *Verification of Alternate Signature* form (LI Division only).

If services are provided at home, the parent(s)/guardian(s) will be asked to sign the SEIT's attendance on EnterCLAIMS after *each* session.

**Expectations for Services:**

- The SEIT will respect the school's program, philosophy, classroom routine and curriculum.
- The SEIT will review the school's behavioral protocol and policy.
- The SEIT and teacher (or parents) will coordinate a schedule to meet the child's needs.
- The SEIT and classroom staff (or parents) will collaborate to work on the IEP goals.
- A communication notebook is typically implemented by the SEIT to communicate with all members of the team. Other forms of communication can be via phone (call/text), or email.
- The SEIT needs time to build a rapport and trust with the child before working on IEP goals.
- The school (or parents) will recognize and understand the time constraints for SEITs.

**A SEIT Cannot:**

- Be left in charge of the class or be alone in the classroom (or home) without a teacher or classroom staff (or adult).
- Take the child from the classroom to work 1:1 unless it is mandated on the IEP.
- Remove other children from the classroom setting.
- A SEIT may not be used to meet classroom ratio requirements. This includes functioning as the supervising or certified teacher in the classroom, including delivery of whole classroom instruction, such as circle time, or providing lunch, prep or absence coverage.
- Change pull-ups, soiled clothing or tend to toileting needs unless it is mandated on the child's IEP.

**Please contact the SEIT Director directly if you have any questions or concerns, thank you.**

**Andrea Stuto, SBL/SDL**  
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