

## Action-oriented integrated arrangement (hia)

### Information for parents or guardians

*You will soon participate in an hia as a parent. Hia stands for: action-oriented integrated arrangements. Our common goal for this meeting is for your child to be able to enjoy attending a school and develop well. We call this 'developing prospects'. The meeting is conducted by an independent coach employed by the RiBA Tailored Education partnership.*

#### What will the meeting entail?

In the hia-meeting, we go through the following steps:

##### Explore

At the start of the hia-meeting, we first explore the needs and expectations of you as parents, of your child and of the teacher.

##### Overview

With a fresh open mind, together we make an overview of what we know about your child.

##### Insight

Together, we write up a brief account reflecting what we understand of your child. And we set out what your child needs in terms of support.

##### Outlook

We end the meeting with clear agreements on who will do, what, and when.

##### Report

During the meeting, we will write down what we discuss so that it is visible to everyone. This will appear in the hia-meeting report. This way, we are not surprised with new information afterwards.

##### Conclusion

Finally, we look back on the meeting.

##### Preparation for this meeting

We would like to know from you as a parent what helps your child's development and

what your child finds difficult. We will ask these questions of the teacher and the internal counsellor at the school as well.



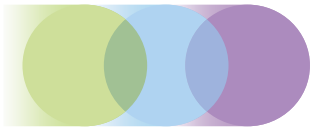
##### Chat with your child

We ask that you have a chat with your child prior to the hia-meeting. What does your child like at school? What does your child find difficult? For what would your child like to have a solution? What ideas does your child have about a solution?

There will also be a meeting with your child at school. This is to hear from your child why things are the way they are and what your child thinks they need to be happy and develop better.

##### Kindkans

The records about the support that your child receives are stored by the school. This information is also shared in RiBA's secure digital system Kindkans. Only RiBA and the internal counsellor at the school can store information in this system. As a parent or guardian you always have access to this information. The internal counsellor at school



can make an account for you to log into Kindkans. This can help you prepare for the hia-meeting for instance.

**Who else can join the hia-meeting?**

Besides the parent(s), teacher, school's internal counsellor, a member from the district team and the coach from RiBA, external experts may be invited to the hia-meeting as well, albeit with the parents' permission. And parents can bring along someone as well. This could be a professional, but a family member or friend is welcome as well.

If you need support in preparing for the hia

- meeting, you can contact RiBA's parent officer via the internal counsellor at your child's school or via [loket@swv-riba.nl](mailto:loket@swv-riba.nl).

**What about your child's privacy?**

The report from this hia-meeting is stored in the school's secure digital registration system and in Kindkans.

There is a detailed description of how RiBA treats your child's personal data. You can find this on RiBA's website, in the parent guide and the privacy regulations.

*Thank you in advance for your cooperation and see you at the hia-meeting!*

