

Creativity, Activity & Service Intervention Procedures

An expectation of the International Baccalaureate programs is that candidates must be independent learners and take responsibility for their own learning and personal development. **Oeiras International School** firmly supports this expectation, and the CAS Advisory team stands ready to provide guidance and support to all candidates in developing these skills.

An integral part of this support is an intervention plan to identify and provide additional support to any student who has inadequately documented engagement and is at risk of not meeting this core requirement to qualify for the IB Diploma.

The plan is generally sequential, but a serious concern may necessitate some steps being bypassed.

PHASE 1	<p>A Message will be sent to the student through Managebac with specific steps to get back on track.</p> <ul style="list-style-type: none"> • A copy of this will be placed in documents on Managebac. • A copy will be emailed to parents and to the CAS Coordinator
PHASE 2	<p>A Meeting with student, CAS advisor and CAS Coordinator (if needed) to identify and address challenges of meeting the requirements and devise a rescue plan (ILP).</p> <ul style="list-style-type: none"> • Notes from the meeting and the ILP will be placed on Managebac. • A copy will be emailed to parents, and to the CAS Coordinator. • The CAS Coordinator will notify the DP Coordinator.
PHASE 3	<p>Meeting with the student, parents, CAS advisor and CAS Coordinator to discuss with the student and parents the ramifications of not meeting the requirements and discuss final options for success.</p> <ul style="list-style-type: none"> • A summary of the meeting will be noted on Managebac. • A copy will be emailed to parents, CAS Coordinator and the DP Coordinator.
PHASE 4	<p>Meeting with the student, parent, advisor, CAS Coordinator and DP Coordinator to discuss options for completing the DP program.</p> <ul style="list-style-type: none"> • A summary of the meeting will be noted on Managebac. • A copy will be emailed to parents, CAS Coordinator the DP Coordinator • The CAS Coordinator will notify the school director.