

# Request determination of special educational needs

In the case of pupils who are severely impaired in their educational, developmental and learning opportunities, a procedure for determining special educational needs in accordance with §11-§13 EVUP can be initiated and carried out.

## Competent Department

- [Die Senatorin für Kinder und Bildung | Referat 24 - Schulbetrieb, Schulentwicklung, Beratung und Aufsicht –Allgemeinbildende Schulen–](#)

## Basic information

If necessary, a special educational assessment procedure according to §11-§13 EVUP can be carried out upon request. With questions regarding the procedure for determining a need for special educational support, the legal guardians contact the school management (usually the management of the Center for Supportive Pedagogy) of the school the child attends or the Regional Counseling and Support Center (ReBUZ) responsible for the school.

In the context of the mission for inclusive school development, support is a basic principle of pedagogical action in all types of schools. It is the task of all teachers to ensure age- and developmentally appropriate support. Special educational support extends general support. In particular, it is intended to support students through individual assistance in the development and unfolding of their mental, emotional, physical and social abilities, talents and aptitudes. Special educational support has the task of enabling pupils to live, learn and act independently and together, taking into account their individual possibilities.

The need for special educational support is to be assumed in the case of pupils whose educational, developmental and learning opportunities are so severely impaired that they cannot be adequately supported without special assistance. Standardized diagnostics in the special educational assessment procedure determine whether special educational needs exist in one of the following areas: learning, language, perceptual and developmental support, social-emotional development, vision, hearing, physical-motor development and autism spectrum disorder.

## Requirements

If it can be assumed that the student's educational, developmental and learning opportunities are so severely impaired that he or she cannot be adequately supported without special assistance.

## What documents do I need?

- Note

The schools use binding forms for the implementation of the procedure, which the legal guardians can inspect during the procedure or after the procedure has been completed.

## Procedure

The procedure for determining the special educational needs of pupils is carried out before enrollment or during subsequent school attendance at the request of the respective school after consultation with the responsible Center for Supportive Education, the legal guardians, the responsible health office under the responsibility of the subject supervisor.

The procedure is carried out when a special educational need is identified for the first time and when there are indications that the need will change or cease to exist. The application is submitted to the head of the relevant school (or, in the case of a suspected special educational need, to the head of the relevant regional counseling and support center), who examines the application and initiates the procedure. A special needs educator prepares the special education diagnostic report.

The determination of the special educational needs requires the participation of the legal guardians, an educational diagnostic report, a school doctor's report and, if the legal guardians wish, a school psychologist's report. The Senator for Children and Education decides on the special educational needs on the basis of the educational diagnostic report. If necessary, it assigns the pupil to a special educational need and a place of support.

This decision is to be made in agreement with the parents or guardians. If the parents or guardians do not give their consent, a joint consultation between those significantly involved in the student's education and the parents or guardians must take place before the final decision is made. The legal guardians may consult a person they trust.

## Legal bases

- [Erste Verordnung für unterstützende Pädagogik Teil 4](#)
- [§ 35 Bremisches Schulgesetz \(BremSchulG\)](#)

**What deadlines must be paid attention to?**

Not specified.

**How long does it take to process**

Not specified.

**What are the costs?**

Not specified