

Beech Grove City Schools

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**Beech Grove High School
Central Nine Career Center**

GUIDANCE COUNSELOR VOCATIONAL PROGRAMMING COMMUNICATION PLAN

Guidance Counselors at Beech Grove High School shall ensure that all students understand information that is being communicated regarding vocational programming. The following communication plan is in place for students with Limited English Proficiency and for students with sensory impairments:

Limited English Proficiency:

The EL Tutor (Mrs. Ana Copenhaver) and/or the EL Teacher (Mrs. Starks) will be available for translation of Central Nine materials and the website. The EL Tutor and/or the EL Teacher will also be available for translation for parents, if needed. Documents will be made available in the language that is needed for the EL student and their families.

Students with Disabilities:

Guidance Counselors will work with the special education teachers at Beech Grove High School and the Director of Quality to ensure that all students with special needs have the necessary accommodations in place for them to be able to access vocational content and information. If necessary, content will be read to the student if a student and/or their family is not able to access printed material. An interpreter will be used for any students and/or families with hearing impairments.