

Request determination of special educational needs

For pupils who are severely impaired in their educational, developmental and learning opportunities, a procedure to determine special educational needs in accordance with §23-§28 BremInBiIV 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

As part of the mandate for inclusive school development, support is a basic principle of educational action in all types of schools. It is the task of all teachers to ensure age- and development-appropriate support. Special educational support complements general support. In particular, it is intended to support pupils through individual assistance in the development and unfolding of their mental, emotional, physical and social abilities, their talents and inclinations.

Special educational support has the task of enabling pupils to live, learn and act independently and together, taking into account their individual abilities.

The need for special educational support must be assumed for pupils who are so severely impaired in their educational, developmental and learning opportunities that they cannot be adequately supported without special support. 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 pupil is so severely impaired in their respective educational, developmental and learning opportunities that they cannot be adequately supported without special support.
- Applications for determination of special educational needs with a focus on learning can only be submitted from the second half of the school year in year 3.

- The application for determination of special educational needs in the learning focus is only submitted after all support options in the school have been exhausted and as late as possible in the course of the respective school career.
- The application must be preceded by at least one school year of learning goal-differentiated teaching in accordance with § 19 with an underlying support plan in accordance with § 11 as part of the diagnostic conference.
- For newly immigrated pupils, the application can be submitted in the third school year after admission to a general school in Germany at the earliest.

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 prior to school enrolment or during subsequent school attendance at the request of the respective school after consultation with the head of supportive education, the parents/guardians and, if applicable, the responsible health authority under the responsibility of the specialist 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 may change or cease.
- The application is submitted to the head of the responsible school (or, in the case of suspected special educational needs, to the head of the responsible regional counseling and support center), who examines the application and initiates the procedure.
- A special education teacher prepares the diagnostic report.
- The determination of special educational needs requires the participation of the parents/guardians and a special educational needs assessment.
- The Senator for Children and Education decides on the special educational needs on the basis of the diagnostic report.
- If necessary, she assigns the pupil to a support focus and the place of support.
- This decision must be made in agreement with the legal guardians.
- If the consent of the parents or legal guardians has not been obtained, a joint consultation between those significantly involved in the pupil's educational support and the parents or legal guardians must be held before the final decision is made.
- The legal guardians may consult a person they trust.

Legal bases

- [§ 35 Bremisches Schulgesetz \(BremSchulG\)](#)
- [§§ 23-28 Bremische Verordnung über die Inklusive Bildung an öffentlichen Schulen \(BremInBiIV\)](#)

More information

Contact person

- The respective school management (usually the head of supportive education) of the school the child attends
- If applicable, the Regional Advice and Support Center (ReBUZ) responsible for the school

Legal remedy

- Appeal procedure

What deadlines must be paid attention to?

There are no deadlines.

How long does it take to process

2 months bis 4 months

What are the costs?

gebührenfrei