

District 75 PROTOCOL for PROGRAMMATIC EQUIPMENT

DISTRICT 75, the DOE’s citywide program for multiply handicapped students, supports the idea of using *Programmatic Equipment* in our classrooms to provide necessary access to communication and instructional materials.

As most of our students have challenges communicating and accessing information using typical methods, the use of “alternative methods” to accomplish these activities becomes a necessary part of the instruction of our students.

District 75 expects that all schools will employ the use of programmatic equipment in their classrooms and common space environments. This is the process through which we expect students, who may eventually be considered for personal (IEP-mandated) communication or access devices, will develop the foundation skills for using these type of equipment.

Programmatic Equipment refers to devices we use within our classrooms that support our students varying communication, cognitive, and physical needs. These include equipment like switches, manipulatives, larger keyboards, alternative keyboards, slant boards, adapted staplers, pencil grips, simple static display electronic communication devices, manual communication boards, etc. Presently, this repertoire is expanding to include equipment like iPads, Smartboards, and computers.

Different classifications of student classes have different needs, so the repertoire within each classroom will vary based on the students’ needs.

Programmatic equipment should be available wherever you would anticipate a student to need to communicate with others or access materials. This is not necessarily confined to the classroom. The lunch room is a place where requesting, commenting, and general socializing should be facilitated. See *The LUNCHBOX*, a programmatic “lunch box of materials” and communication aids specifically for application on this lunch room environment. [CLICK HERE](#) to view the AbleNet Assistive Technology Kits where the *Lunch Box Technology Kit* (Page 4) can be found.

For example, the common spaces within the school building are places where materials such as art or student work is posted, which invite commenting and interaction among students and staff. The school entry generally always has someone stationed who can be greeted each day. The school office is a place where an interaction with another person is almost always the protocol. Many schools have stores or snack shops, another perfect place to foster social interaction. There should be a way for every student to interact and communicate with others in each of these locations.

HOW DOES A SCHOOL ACQUIRE PROGRAMMATIC EQUIPMENT?

Schools purchase these equipment out of their budget. As a guide for purchasing, the Technology Solutions Office had posted on the D75 Website equipment recommendations for different populations of students:

For the 6:1:1 Classroom, [CLICK HERE](#).

For the 12:1:4 Classroom, [CLICK HERE](#).

In addition, Technology Solutions had also posted a tremendous amount of support materials that can be downloaded for use within the classroom. Click on the links below for more information about specific materials:

- SmartBoard activities (link coming soon)
- [Adapted books](#)
- [Picture Symbols and Communication Boards](#)

ADDITIONAL RESOURCES:

Many schools use Grant Funding to support purchasing of these equipment, as well as money they may acquire from their local politicians through **RESO A Funds**. [CLICK HERE](#) for more information about RESO A Funding.

Schools also often acquire equipment from students that have graduated and left behind their IEP-mandated equipment. If the equipment is either too old to pass down to another student for independent use but can still be useful as a classroom tool, then a request from the School to keep this equipment can be submitted to Technology Solutions.

Schools also are given points that can be used to acquire adapted materials through the ***IndTech Program***. [CLICK HERE](#) for more information about this program. Please note that a version of the Lunch Box is available through the IndTech Catalog.

ORDERING INFORMATION FOR SCHOOLS:

District 75 worked with some vendors to package programmatic equipment in bundles to make ordering of easier. [CLICK HERE](#) to view ABLENET'S ASSISTIVE TECHNOLOGY KITS, including descriptions, pictures, pricing, and FAMIS numbers. These kits include:

- Computer Access Kits
- Common Space Kits
- 6:1:1 Classroom Kits
- 12:1:1 Classroom Kits
- 12:1:4 Classroom Kits
- The "Lunch Box" Tech Kit

WATCH THE VIDEO!

Please see "**What is Assistive Technology**" on **Vimeo** for more information about Programmatic Equipment and to see first hand these kind of equipment at work: <http://vimeo.com/17122516>

- END -