DUBAI GUIDE · PRINTABLE CHECKLIST

Secondary school transition: ADHD checklist

For parents and school inclusion teams supporting a student with ADHD through the move to secondary school in a Dubai private school. Tick things off together.

1. The year before the move

Final year of primary or middle school

Parents

- [ ] Ask the current school what transition support it offers, and when the new school will receive your child's information.
- [ ] Gather every report, the current IEP, and your notes on what works into one folder.
- [ ] Ask your child what they're most worried about, and what they're looking forward to. Write it down.
- [ ] If you're choosing a school, read its inclusion policy and latest inspection report, and ask the questions below.

School inclusion team

- [ ] With parents' consent, share the IEP, progress data, and what works with the receiving school.
- [ ] Offer extra transition visits for students who need them, including a quieter visit without crowds.
- [ ] Name a key adult at the new school, and introduce them to the student before the first day.
- [ ] Note any history of exam access arrangements, and the evidence behind them.

2. The summer before

Before the first day

Parents

- [ ] Visit the school if you can, and walk between the main rooms.
- [ ] Practise the new morning routine for a week before term.
- [ ] Set up one place at home for the timetable, the bag, and the planner.
- [ ] Write a one-page profile with your child: strengths, what helps, what doesn't.

School inclusion team

- [ ] Send the timetable, a map, and the list of platforms each subject uses before term starts.
- [ ] Check the student's logins work on every platform before day one.
- [ ] Share the one-page profile and key IEP points with every subject teacher and the form tutor.

3. The first two weeks

Settling in

Parents

- [ ] Expect tiredness and some chaos. Keep evenings calm and simple.
- [ ] Do a short daily check of the master homework list together.
- [ ] Note what's hardest, with examples, to bring to the IEP meeting.

School inclusion team

- [ ] Key adult checks in with the student at least twice a week.
- [ ] Confirm every teacher has read the profile, and knows the main accommodations.
- [ ] Post all homework online, in one consistent place, on the day it is set.

4. The first six weeks

The IEP is in place

Parents

- [ ] Go to the IEP meeting with your top three priorities and the one-page profile.
- [ ] Check the targets include executive function skills, not just grades.
- [ ] Agree on how and how often you'll hear from the school, and sign the IEP.

School inclusion team

- [ ] Hold the IEP meeting and have the plan in place within six weeks of the student starting.
- [ ] Involve the student, and write SMART targets with clear review dates.
- [ ] Share the final IEP with all subject teachers, and agree on how use will be checked.
- [ ] If extra paid support is needed, agree on an Individualised Service Agreement with parents and register it with KHDA.

5. The first half term review

What's working?

Parents

- [ ] Review the targets with your child: what's better, what's still hard?
- [ ] Choose one skill to start handing back to your child.
- [ ] Check in on friendships, mood, and sleep, not just schoolwork.

School inclusion team

- [ ] Review progress against the targets with parents and the student.
- [ ] Adjust one or two accommodations based on what teachers and the student report.
- [ ] Check the student has someone to be with at break and lunch.

Questions to ask a new school

- [ ] Who leads inclusion in the secondary school, and who would be my main contact?
- [ ] How is the IEP shared with every subject teacher, and how do you check it's being used?
- [ ] Where is homework posted, and is it the same for every subject?
- [ ] What does your standard support include, and what would be charged through an Individualised Service Agreement?
- [ ] Is there a key adult or mentor for students who need one?
- [ ] How do you support students at break, lunch, and in friendships?
- [ ] How and when do you prepare evidence for exam access arrangements?

Handover pack

Moving school or moving to Dubai? Share copies before day one.

- [ ] Diagnosis and medical reports
- [ ] Psychological or educational assessments
- [ ] The current IEP or support plan, with recent progress notes
- [ ] Therapy reports (occupational therapy, speech and language)
- [ ] Medication plan, and any forms for the school nurse
- [ ] Exam access arrangements used so far, and the evidence for them
- [ ] The one-page profile
- [ ] Translations of anything not in English or Arabic

Andrea Antal · andreaantal.com · Based on KHDA's Directives and Guidelines for Inclusive Education (2019), formally adopted for Dubai private schools by Administrative Resolution No. 15 of 2026, and KHDA's guide for parents, Advocating for Inclusive Education (2021). Other emirates have their own policies. General information, not medical or legal advice.