For more information about Child Find please contact our Director of Special Services, Trish Sauceman at 928-770-4523

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| **CHILD FIND**  **POLICIES AND PROCEDURES** |
| **POLICY** |
| Desert Star Academy will ensure that all children with disabilities within the boundaries of the public agency, including children with disabilities who are homeless or wards of the State, and children with disabilities attending private schools or who are homeschooled, and who are in need of special education and related services are identified, located and evaluated. |
| **PROCEDURES** |
| **§300.111 CHILD FIND**  1) Desert Star Academy will identify, locate, and evaluate all children with disabilities within our geographic boundaries who are in need of special education and related services. This must include:  a) Children who are homeless;  b) Children who are highly mobile, including migrant children;  c) Children who are wards of the state; and,  d) Children attending private schools or who are homeschooled.  Desert Star Academy will identify, locate and evaluate all children with disabilities within their population served who are in need of special education and related services.  2) Child find must also include children who are suspected of being a child with a disability and in need of special education, even though:  a) They are advancing from grade to grade  b) Highly mobile children, including migrant children.  3) Desert Star Academy will maintain a record of children who are receiving special education and related services. |
| **AAC R7-2-401.C Public Awareness**  1) Desert Star Academy shall inform the general public and parents within its boundaries of responsibility of special education services for students aged 3 through 22 years and how to access those services, including information regarding early intervention series for children aged birth through 2 years.  2) Desert Star Academy is responsible for public awareness and child find for private schools within their geographic boundaries. |
| **AAC R7-2-401.D Child Identification and Referral**  1) Desert Star Academy shall establish, implement and make available (either in writing or electronically) to its school-based personnel and all parents within the Desert Star boundaries of responsibility, written procedures for the identification and referral of all children with disabilities aged birth through 21, including children with disabilities attending private school and home schools, regardless of the severity of their disability.  2) Desert Star Academy shall require appropriate school-based personnel to review the written procedures related to child identification and referral on an annual basis.  Desert Star Academy shall maintain documentation of school-based personnel review.  3) Procedures for child identification and referral shall meet the requirements of the IDEA and its regulations, A.R.S. Title 15, Chapter 7, and the State Board of Education rules R7-2-401.  4) The public education agency responsible for child identification activities is the school district in which the parents reside, unless:  a) The student is enrolled in a charter school or public education agency that is not a school district. In that event, the charter school or public education agency is responsible for child identification activities;  b) The student is enrolled in a nonprofit private school. In that event, the school district within whose boundaries the private school is located is responsible for child identification activities.  5) Identification (screening for possible disabilities) shall be completed within 45 calendar days after:  a) Entry of each preschool or kindergarten student and any student enrolling without appropriate records of screening, evaluation, and progress in school; or  b) Notification to the public education agency by parents of concerns regarding developmental or educational progress by their child (aged 3 years through 21 years)  6) Screening procedure shall include vision and hearing status and consideration of the following areas: cognitive or academic; communication; moto; social or behavioral; and adaptive development. Screening does not include detailed individualized comprehensive evaluation procedures.  7) For a student transferring in to a school, the public education agency shall review enrollment data and educational performance in the prior school. If there is a history of special education for a student not currently eligible for special education, or of poor progress, the name of the student shall be submitted to the administrator for consideration of the need for a referral for a full and individual evaluation or other service.  8) If a concern about a student is identified through screening procedures or through a review of records, the public education agency shall notify the parents of the student of the concern within 10 school days and inform them of the public education agency procedures to follow up on the student’s needs.  9) Each public education agency shall maintain documentation of the identification procedures used, the dates of entry into school or the notification by parents make pursuant to subsection (D) (5), and the dates of screening. The results shall be maintained in the student’s permanent records in a location designated by the administrator. In the case of a student not enrolled, the results shall be maintained in a location designated by the administrator.  10) If the identification process indicates a possible disability, the name of the student shall be submitted to the administrator for consideration of the need for a referral for a fill and individual evaluation or other services. A parent or a student who has reached the age of majority may request an evaluation of the student. For parentally placed private school students, the school district within whose boundaries the nonprofit private school is located is responsible for such evaluation.  11) If, after consultation with the parent, the responsible public education agency determines that a full and individual evaluation is not warranted, the public education agency shall provide prior written notice and procedural safeguards notice to the parent in a timely manner. |