

INSPIRING EXCELLENCE - EVERY CHILD, EVERYDAY

Section 504 Prior Written Notice

Pursuant to Section 504 of the Rehabilitation Act of 1973, the district has a duty to identify, refer, evaluate, and provide free appropriate public education to all children with disabilities. For additional information regarding Section 504, please contact your school's Section 504 Coordinator, or the Office of Special Services at (307) 328-9200.

The school district must give you a written notice whenever the school district: (1) Proposes to initiate or change the identification, evaluation or educational placement of your child or the provision of a free appropriate public education (FAPE) to your child; or (2) Refuses to initiate or change the identification, evaluation or educational placement of your child or the provision of FAPE to your child. You and your child are entitled to procedural safeguards under the Section 504 of the Rehabilitation Act of 1973. A copy of the Notice of Procedural Safeguards will be provided with this notice and can be obtained from your child's school or the WDE website at www.k12.wy.us. It contains a list of resources for parents to obtain assistance in understanding Section 504.

Written Notice of Section 504 Action

Description of the action the school district or public agency proposes or refuses to take:

Explanation of why the school district or public agency is proposing or refusing to take that action:

Description of each evaluation procedure, assessment, record or report the school district used as a basis for the proposed or refused action:

Description of any other options the Team considered and the reasons why those options were rejected:

Description of other relevant factors:

For Office use only	
A copy of the Procedural Safeguards provided to parent/guardian by:	Date: