

FREQUENTLY ASKED QUESTIONS

- *My student has a Section 504 Plan from a different school district or from a local charter or private school. Now that my student attends your District, will your District implement the old Section 504 Plan?*

Yes, but your child's school should also convene a Section 504 team meeting to review eligibility and/or review/revise the Section 504 Plan. Different school districts have different facilities, schedules, curricula, and expectations. The accommodations and supports in the old Section 504 Plan may not necessary or applicable in the new District school.

- *Is Section 504 the same thing as "special education" or an IEP?*

No. Eligibility criteria under Section 504 and the Individuals with Disabilities Education Act ("IDEA") is distinct, and different. Unlike the IDEA, your student may qualify under Section 504 without requiring the provision of special education and related services. In addition, Section 504 requires equal access whereas the IDEA requires meaningful educational progress.

- *My student has suffered a temporary injury. Can we develop a 504 plan until the injury heals?*

Generally, No. Section 504 is applicable to students with disabilities, not temporary illnesses or injuries. If your student has an illness or injury that is minor and will resolve in six months or less, you should work with your child's school site to discuss short term accommodations that may be necessary, but also notify the site if the injury becomes prolonged and is no longer temporary or minor—in which case a 504 evaluation may be conducted.

Additional Resources:

For more information about Section 504, visit the U.S. Department of Education's website:
www2.ed.gov/about/offices/listocr/504faq.html

If you believe that your student has been subjected to discrimination or if you believe that the Section 504 process has not occurred properly, you may file a complaint.

Please see District's Section 504 Procedural Safeguards for details at:
www.saratogausd.org/504

CONTACT US

For more information please contact your school site 504 Coordinator:

For elementary students:
Your Elementary School Principal

For Redwood Middle School students:
Julie Orlando
Student Services Coordinator
408-867-3042 • jorlando@saratogausd.org



Other Information
www.saratogausd.org/504



Section 504

Ensuring Equal Access for Students with Disabilities



Information for Parents,
Guardians, and Students

www.saratogausd.org/504

WHAT IS SECTION 504?

Section 504 of the Rehabilitation Act of 1973 is a federal law that requires public schools to provide **necessary accommodations to students with qualifying disabilities in order to ensure equal access to the educational environment.**

A medical diagnosis, alone, is insufficient to qualify a student as disabled under Section 504. Instead, a Section 504 team meeting must be convened and ***your student must be evaluated***, in order to determine whether a student, in fact, has a qualifying disability under Section 504.

In evaluating your student, a team of knowledgeable individuals will consider whether the student has a **physical or mental impairment that substantially limits** one or more **major life activities**, without regard to the ameliorative effects of any mitigating measures.

A few examples of physical impairments that may result in Section 504 eligibility are:

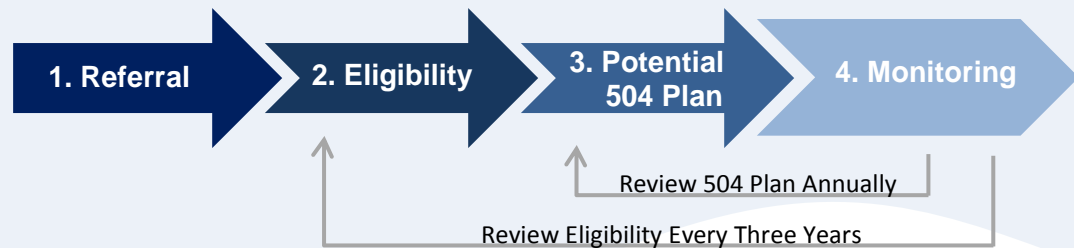
- Diabetes
- Severe Asthma or Allergies
- Mobility difficulties due to an anatomical difference or loss
- Hearing or Vision impairments

A few examples of mental impairments that may result in Section 504 eligibility are:

- Anxiety Disorder
- Depression
- Attention Deficit/Hyperactive Disorder
- Central Auditory Processing Disorder



THE SECTION 504 PROCESS IN OUR DISTRICT



1. REFERRAL

The District has the responsibility to ensure that students who may be eligible under Section 504 are evaluated. However, Parents/Guardians are invited to refer their student to the 504 process if they believe that their student has a physical or mental impairment that substantially limits one or more major life activities. Each school has a 504 Coordinator who will facilitate the process. Other individuals may also make referrals, such as health care professionals, tutors, private therapists, etc. To access the referral form, please contact your school's 504 Coordinator listed in the *Contact Us* section.

2. ELIGIBILITY DETERMINATION

Once the referral has been received by the school site, the 504 Coordinator will ask the parent/guardian to provide any medical documentation or additional information and invite the parent/guardian to attend a Section 504 meeting. At this meeting, a team of knowledgeable individuals will review all available information, determine whether additional assessment data is necessary, and if not, whether the student is eligible for Section 504.

3. PLAN DEVELOPMENT

If the student is determined to be eligible, and determined to require the provision of accommodations or supports other than what is provided to or available to all students, the 504 team will create a Section 504 Plan for the student, describing the accommodations and supports that the student needs in order to have equal access to the general education environment.

4. MONITORING

The Section 504 team will meet annually to review the student's Section 504 Plan and to determine whether any changes are needed. Parents/Guardians can also request a meeting at any time. In addition to reviewing the student's Section 504 Plan each year, the 504 team will also review the student's eligibility under Section 504 every three years.

