

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:

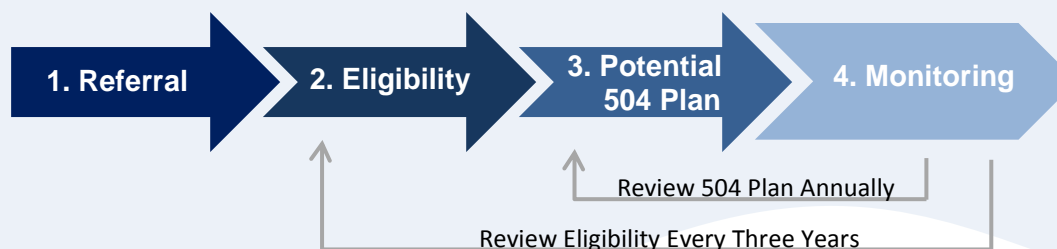
- Diabetes
- Severe Asthma or Allergies
- Mobility difficulties due to an anatomical difference or loss
- Hearing or Vision impairments

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 go to: www.saratogausd.org/studentservices

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

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.

