

## What is a Section 504 Student Services Plan?

This is a written document outlining specific accommodations and/or related services that are necessary for the student to access services that are provided to students without disabilities. All accommodations that are approved by the Section 504 committee must be necessary due to the specific substantial limitations caused by the student's documented disability. Accommodations are intended to level the playing field and not to give an unfair advantage.



Questions/Concerns about your child's academic progress?

- Communicate with your child's teacher, counselor or administrator.
- Study with your child at home. Pay close attention to your child's strengths and weaknesses.
- Use the Home Access Center to monitor your child's grades and assignments.

**For more information, contact the Section 504 Campus Coordinator on your child's campus.**

### Additional Resources

Parent and Educator Resource Guide to Section 504 in Public Elementary and Secondary Schools

<https://tinyurl.com/504ParentGuide>

TEA Fact Sheet

<https://tinyurl.com/504FactSheet>

TEA Technical Assistance: Section 504 <https://tinyurl.com/ywju8j8d>

# Section 504 of the Rehabilitation Act of 1973

## *A Guide for Parents*



# The Section 504 Process in CFISD:



1

## Referral

If a parent or guardian believes their child has a physical or mental impairment that could make their child eligible for Section 504 protections, they can contact the Section 504 Campus Coordinator.

2

## Eligibility

The Section 504 Campus coordinator will work with the parents to provide additional information, such as medical documentation. The Coordinator will schedule a Section 504 meeting and the committee will review all available information determine whether or not the students is eligible for Section 504.

3

## Plan Development

If the student is determined to be eligible, the Section 504 committee will develop a Student Services Plan for the student, including the accommodations and services that the student needs in order to access the general education curriculum at school.

4

## Monitoring

The Section 504 Committee will meet annually to review the student's Student Services Plan and to determine whether any changes are needed. Parents can also request a meeting if they think the the plan needs to be reviewed or updated. Additionally, the students' eligibility for Section 504 will be reviewed every three years.

### What is Section 504?

Section 504 refers to the Rehabilitation Act of 1973 which prohibits discrimination against disabled persons. Section 504 ensures that eligible students with a disability receive equal access to services that are provided to students without a disability, and it provides protection from discrimination due to the disability.

### Who is eligible under Section 504?

Section 504 defines a person with a disability as anyone who:

1. Has a mental or physical impairment which substantially limits one or more major life activities,
2. Has a record of such impairment, or
3. Is regarded as having such an impairment.

### What is Section 504 Evaluation?

A Section 504 Evaluation is a gathering of information from a variety of sources, including aptitude and achievement tests, teacher reports, discipline history, health information, parent information, academic history, and reports from outside providers, if available.