Section 504
Procedural Safeguards Notice
Half Hollow Hills Central School District

The intent of this notice is to keep you fully informed concerning decisions about your child and to inform you of your rights if you disagree with any of these decisions.

If your child is identified for Section 504 accommodations/services, you have the right to the following:

1. You have the right to be informed by the District of your rights under Section 504. (The purpose of this Notice form is to advise you of those rights.)
2. Your child has the right to a free appropriate public education, including provision of regular or special education and related aids and services that are designed to meet his/her individual needs as adequately as the needs of non-disabled students are met.
3. Your child has the right to free educational services except for those fees that are imposed on non-disabled students or their parents. Insurers and similar third parties are not relieved from an otherwise valid obligation to provide or pay for services provided to a student with a disability.
4. Your child has a right to facilities, services, and activities that are comparable to those provided for non-disabled students.
5. Your child has a right to placement in the least restrictive environment.
6. Your child has a right to an evaluation prior to an initial Section 504 placement and any subsequent significant change in placement.
7. Testing and other evaluation procedures must conform to the requirements of as to validation, administration, areas of evaluation, etc. The District shall consider information from a variety of sources, including aptitude and achievement tests, teacher recommendations, physical condition, social and cultural background, adaptive behavior, physical or medical reports, student grades, progress reports, parent observations, and anecdotal reports.
8. Placement decisions must be made by a group of persons, including persons knowledgeable about your child, the meaning of the evaluation data, the placement options, and the legal

requirements for least restrictive environment and comparable facilities.

9. If eligible under Section 504, your child has a right to periodic reevaluations, generally every three years.

10. You have the right to examine relevant records.

11. You have a right to notice of any action by the District in regard to the identification, evaluation, or placement of your child.

12. You have a right to an impartial hearing with respect to the District's actions regarding your child's identification, evaluation, or educational placement, with opportunity for parental participation in the hearing and representation by an attorney.

13. If you wish to challenge the actions of the District's 504 Committee in regard to your child's identification, evaluation, education placement, or the provision of a free appropriate public education under Section 504, you should file a written request for a hearing with the Superintendent of Schools. A hearing will be scheduled before an impartial hearing officer and you will be notified in writing of the date, time, and place for the hearing. Please see Policy and Regulation 5020.3 for further information.

14. If you disagree with the decision of the impartial hearing officer, you have a right to a review of that decision by a court of competent jurisdiction.

15. You have a right to file a discrimination complaint with the School's Section 504 Compliance Officer, who will investigate the allegations to the extent warranted by the nature of the complaint in an effort to reach a prompt and equitable resolution. Please see Policy and Regulation 5020.3 for further information.

16. You have the right to file a complaint at any time with the Office for Civil Rights, U. S. Department of Education, 32 Old Slip, 26th Floor, New York, NY 10005-2500.

Telephone # (646) 428-3800/800-421-3481; Facsimile # (646) 428-3843

Email Address:

OCR.NewYork@ed.gov

The person at the school who is responsible for Section 504 compliance is:

Mrs. Allison Strand

504 Compliance Officer

astrand@hhh.k12.ny.us

(631)-592-3045