



Section 504 Procedural Safeguards

Rights for Parents and Children

Shorewood School District

For more information or questions regarding your child's
Section 504 services contact:

Special Education Office
(414) 961-2884

Parent/Child Rights

Parent / Child Rights in Identification, Evaluation, Accommodation and Placement (Section 504 of the Rehabilitation Act of 1973)

The following is a description of the rights that Section 504 of the Rehabilitation Act grants to children with disabilities and their parents. A child with a disability is a child who has a mental or physical impairment that substantially limits one or more major life activities. 34 C.F.R. S104.3(i). If your child is identified as a child with a disability under Section 504, you and your child have the following rights:

1. The district must allow your child take part in and receive benefits from public education programs without discrimination because of their disabling condition/disability.
2. The district must advise you of your rights under federal law.
3. You have the right to receive notice with respect to Section 504 identification, evaluation and/or placement of your child.
4. The district must provide a free appropriate public education to your child. This includes the right to be educated with non-disabled children to the maximum extent appropriate in the least restrictive environment. It also includes the right to have the district make reasonable accommodations to allow your child an equal opportunity to participate in school and school-related activities.
5. The district must educate your child in facilities and receive services comparable to those provided to non-disabled children.
6. Your child has the right to receive special education and related services if found to be eligible under the Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act.
7. Your child has a right to an evaluation, educational recommendation, and placement decision based upon a variety of information sources and developed by a team of persons who are knowledgeable of the child, the assessment data, and any placement options. If eligible under Sec. 504, this includes periodic re-evaluations at 3 year intervals or more frequently if warranted, or if parent or teacher requests.
8. The district must provide transportation to and from an alternative placement setting, at no greater cost to you than would be incurred if the child were placed in a program operated by the district.
9. Your child must have an equal opportunity to participate in non-academic and extracurricular activities offered by the district.
10. You have the right to examine all relevant records relating to decisions regarding your child's Section 504 identification, evaluation, educational program, and placement.
11. You have the right to obtain copies of educational records at a reasonable cost unless the fee would effectively deny you access to the records.
12. You have the right to obtain a response from the district to reasonable requests for explanations and interpretations of your child's records.
13. You have the right to request amendment of your child's educational records if there is reasonable cause to believe that they are inaccurate, misleading or otherwise in violation of the privacy rights of your child. If the district refuses this request for amendment, it shall notify you within a reasonable time and advise you of your right to an impartial hearing.

14. You have the right to request mediation or file a grievance in accordance with district's Section 504 mediation, grievance and hearing procedures.
15. You have the right to request an impartial hearing (due process hearing) regarding, the Section 504 identification, evaluation, educational program, or placement of your child. You and the child may take part in the hearing and have an attorney represent you.
16. File a formal complaint with the U.S. Department of Education.
Office for Civil Rights
Chicago Office
U.S. Department of Education
John C. Kluczynski Federal Building
230 S. Dearborn Street, 37th Floor
Chicago, IL 60604
Phone: (312) 730-1560

The person in the district who is responsible for ensuring compliance with Section 504 is:

NAME AND TITLE OF DISTRICT CONTACT

Contact Name / Title: Kate Harder, Director of Special Education & Student Services

Phone Number: 414-961-2884

Email Address: kharder@shorewood.k12.wi.us