CAMPBELL CITY SCHOOLS

SPECIAL SERVICES DEPARTMENT

Campbell City Schools Policy & Procedure: Ohio Indicator 12 - Transition from Early Intervention to Preschool Special Education Services

Purpose:
The purpose of this policy is to ensure a smooth and timely transition for children moving from early intervention (EI) services under Part C of the Individuals with Disabilities Education Act (IDEA) to preschool special education services under Part B. This procedure aligns with **Ohio Indicator 12**, which measures the percentage of children referred by Part C before age three and found eligible for Part B services with an Individualized Education Program (IEP) developed and implemented by their third birthday.

Policy Statement:
Campbell City Schools is committed to collaborating with families, early intervention providers, and community agencies to facilitate a seamless transition for eligible children. This process ensures that appropriate services and supports are in place by the child's third birthday, minimizing service gaps and promoting continued development.

Procedure:

1. Early Identification & Referral

- The school district will collaborate with early intervention providers to identify children who may be eligible for preschool special education services.
- Early intervention providers will submit referrals to the district at least **90 days before the child's third birthday**.
- The district will assign a transition coordinator to oversee the process.

2. Parent Notification & Consent

- The district will contact parents within **14 days of receiving a referral** to explain the transition process and obtain parental consent for evaluation.
- Parents will receive information on their rights, the evaluation process, and service options.

3. Evaluation & Eligibility Determination

- A **comprehensive evaluation** will be conducted if the team determines that continued special education services may be necessary under IDEA Part B.
- The evaluation must be completed within **60 days** of receiving parental consent.

- An eligibility meeting will be scheduled to review the results and determine if the child meets Ohio's eligibility criteria for preschool special education.

4. Individualized Education Program (IEP) Development

- If the child is found eligible, an IEP meeting will be held **before the child's third birthday**.
- The IEP team, including parents, special education staff, and early intervention representatives, will develop an appropriate program outlining goals, services, and placement.
- The district will ensure that all necessary services begin **no later than the child's third birthday**.

5. Transition & Implementation

- The district will coordinate with families and service providers to ensure a **smooth transition** from early intervention to preschool special education.
- Parents will receive information on transportation, classroom placement, and available support services.
- The district will monitor the child's progress and provide ongoing support as needed.

6. Compliance & Monitoring

- The district will track and report compliance with **Ohio Indicator 12** as required by the Ohio Department of Education.
- Regular audits will be conducted to ensure that all eligible children have IEPs in place by their third birthday.
- Any delays or challenges will be documented, and corrective actions will be taken as necessary.

Contact Information:
For questions about the transition process or to request assistance, please contact:
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This policy ensures that Campbell City Schools meets state and federal requirements while prioritizing the needs of children and families in transition from early intervention to preschool special education services.