



EASTSIDE CATHOLIC

ACADEMIC ACCOMMODATIONS

Accommodation Approval Requirements

Learning Support Services at Eastside Catholic School begins as an interactive process with each enrolled student who requests accommodations via our website. After an application is received, an intake meeting between the family and the Director of Academic Resources helps determine accommodations. We also consider each student's condition(s), history, experience, request and the specific school policies.

Eastside Catholic Documentation Guidelines

Along with a completed Accommodations Request Application, we require additional information from other sources to verify a disability and understand the impact it has on a student's learning environment. Applicants must provide current verification of the diagnosis or health condition from a licensed medical or mental health provider.

Examples of Disability-Related Documentation

- Neuropsychological or educational evaluation (for learning disabilities)
- Educational records, such as an educational service plan (IEP or 504 plan)
- Signed and dated letter from a qualified healthcare professional which confirms a diagnosis and the impact of the disability
- Audiology report
- Vision assessment

Documentation should include the following, when applicable:

- Name and title of the professional qualified to make the diagnosis
- Professional credentials and license number
- Date of report or letter
- Impact of the condition in an educational setting
- The name of tests administered and a summative narrative of results or data tables attached



Documentation Should Be Current

The date of the documentation should be within the past three years for disabilities that may be transitory in nature, such as learning disabilities, ADHD and mental health disorders. Some physical conditions (vision, hearing) may require an exam within the past year.

Students With No Documentation

Learning Support Services can work with students who have never been formally diagnosed with a disability or cannot afford to get documentation. These students should schedule an information session with the Director of Learning Support to discuss their specific situation, explore options for support at our school and identify options to move forward with obtaining documentation.

How to Submit Documentation

1. Submit documentation as part of your accommodation application at **eastsidecatholic.org/accommodations** (*most secure method*).
2. Email documentation to Director of Learning Support **Brandi Faith** at **bfaith@eastsidecatholic.org**.
3. Drop off at Eastside Catholic School. Please use a sealed envelope addressed to Brandi Faith.

Eastside Catholic School will provide support to qualified and admitted students, assuming that:

- Current and eligible documentation exists
- There is evidence of a notable and demonstrated need for accommodations in our school setting
- The student requests the accommodations in advance according to established deadlines and procedures
- Approved accommodations do not include modification of learning standards and are specific to our available resources and school policies

Accommodations Offered

Middle School

Classroom

- Preferential seating
- Access to notes
- Access to assistive technology
- Multiplication chart

Tests/Exams

- Alternate test location
- Extended time
- Clarification of test questions
- Reader
- Scribe
- Access to computer
- No scantron

High School

Classroom

- Preferential seating
- Access to notes
- Access to assistive technology

Tests/Exams

- Alternate test location
- Extended time
- Clarification of test questions
- Reader
- Scribe
- Access to computer
- No scantron
- Formula sheet/notecard (math and science)
- 4-function calculator

Additional Supports:

Counselor check-ins, academic coaching and support classes may benefit some students and are considered with requests for accommodations.