

Notice is important because...

It's a legal requirement under the Individuals with Disabilities Education Act (IDEA)

It's a procedural safeguard for parents and students

It protects a student's right to a free appropriate public education (FAPE)

It provides written information about a district's offer of a FAPE for the student

Parents have the right to agree or disagree with changes that the school wants to make regarding their child. Notice gives parents information to make informed decisions.

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Prior Written Notice (PWN)

PWN is written information given to parents by the school to explain decisions about the child's education and the reasons for those decisions.

School must provide written notice whenever it wants to (or refuses to):

- evaluate a child
- change a child's disability identification
- change a child's educational placement
- change the way in which a child is provided with a free appropriate public education (FAPE)

PWN is required before the school requests parental consent to evaluate a child and the first time a child will receive special education and related services.

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Written notice must...

Describe the action that the school proposes or refuses to take;

Explain why the school is proposing or refusing to take the action;

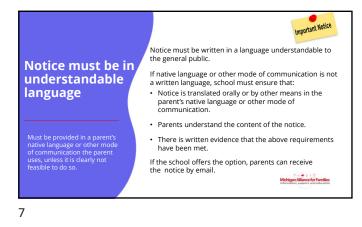
Describe each evaluation procedure, assessment, record, or report the school district used as a **basis for their decision**;

Statement that parents of a child with a disability have **protection** under the procedural safeguards and how they can get a copy of them;

Provide resources where parents can go to get help in understanding the procedural safeguards;

Describe **any other options** that a child's Individualized Education Program (IEP) Team considered and why those options were rejected;

Provide a description of **other reasons** why the school proposed or refused the action



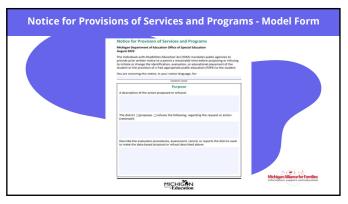
Native Language

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Native language, when used with an individual who has limited English proficiency, means:

- The language normally used by the person or the child's parents
- In all direct contact with the child (including evaluation of the child), the language normally used by the child in their home or learning environment

For a person who is deaf or blind, or with no written language, the mode of communication is what the person normally uses (sign language, Braille, or oral communication).



Notice Timelines – Determining Eligibility

Within 10 school days: School provides written notice and requests consent after receiving a parent's request for any evaluation

Within 7 school days from the Individualized Education Program (IEP) meeting: School provides parent written notice of an offer of a free appropriate public education (FAPE) or determination of ineligibility for special education programs and services

Within 10 school days: Parent provides school with written consent to provide initial special education services after receiving the initial offer of FAPE

As soon as possible or not more than 15 school days: Proposed special education IEP must start after parent receives written notification and provides consent to provide services (unless parent has filed an appeal)

Not more than 30 school days: The time from when the school receives parent's consent for an evaluation to the notice of a FAPE or ineligibility for services • 30 school days includes the requirement to receive notice within 7 days of the IEP meeting

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Notice vs. Notification

Prior Written Notice (PWN) or Notice is the formal written document the district must provide parents when the district proposes to initiate or change certain things or refuses to initiate or change certain things.

• PWN must be given to a parent BEFORE the any proposed changes are made.

Notification is less formal, does not have the content requirements of notice, and does not have to be in writing such as: • classroom/course changes

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- bus schedule change state/district assessments general screenings or observations not part of an evaluation

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Notice vs. Consent

Notice is not the same as consent

- Notice: written information to parents to explain an activity the school wants to do/refuses to do
- Consent: process of getting formal permission for the school to complete an activity

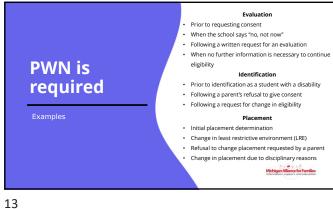
Written notice must always be given before consent is requested

Consent must always be in writing

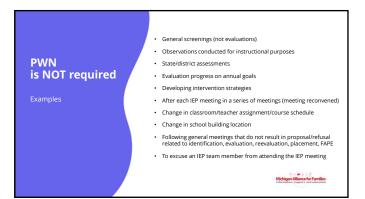
Schools must clearly state the reason consent is being requested

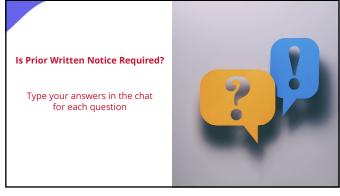
Schools must inform parents that their consent is voluntary and can be withdrawn at any time

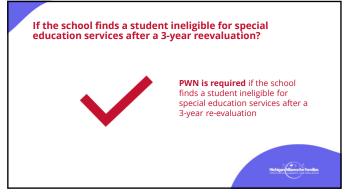
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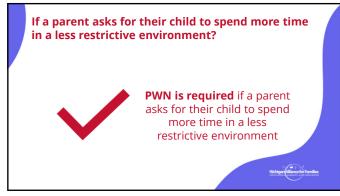




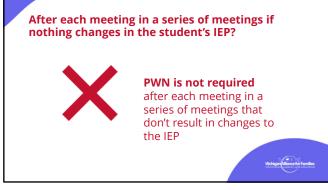


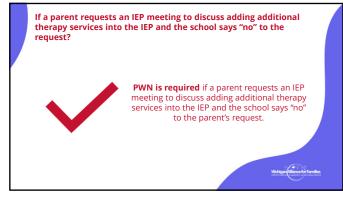


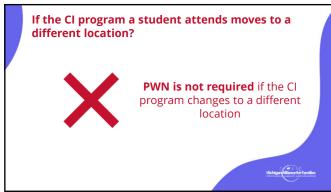




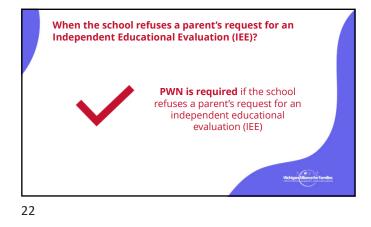


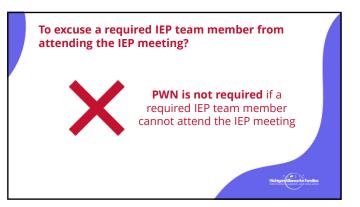


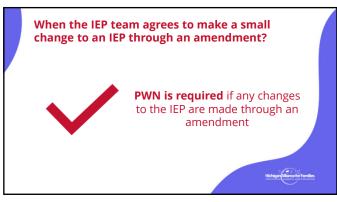
















 Written notice is a legal requirement under the IDEA and part of your procedural safeguards.

 Put your requests in writing, if possible.

 If you need an IEP translated to meaningfully participate in your child's IEP meeting, make the request in your native language.

 Document important process timelines for which the school must give you written notice. If you don't receive written notice when required, ask for it.

 Rese written documentation of verbal conversations in which the school says they will do something to roll not do something. Notice must still be given, even if something is proposed or refused verbally.

 Know the required information has thould be included in notice. Schools do not the required information must be included in notice. Schools do not need to use the model form to provide written notice, but all required information must be provided in writing.

 Know that you can utilize dispute resolution options if you disagree with an IEP team decision.





