**School District Of Newberry County**

**P.O. Box 718**

**Newberry, SC 29108**

**SECTION 504 NOTICE OF EVALUATION & ELIGIBILITY**

Student: Click here to enter text. Birthdate: Click here to enter text.

School: Click here to enter text. Date of Notice: Click here to enter text.

Dear Click here to enter text.:

 (Parent/Legal Guardian)

Your child has been referred by Click here to enter text.to the 504 Committee at Click here to enter text.School for a determination of whether he/she is protected under Section 504 of the Rehabilitation Act. The 504 Committee will gather a variety of information about your child and review that information. The evaluation information may include, but is not limited to, a review of school records, observations, curriculum/teacher assessments, testing results, anecdotal records, checklists, professional reports, and parent information. If the 504 Committee believes further evaluation information is necessary for the committee to make a determination of whether or not your child is eligible under section 504, we will request your permission. Please contact me if you have evaluation information or reports to share with the school.

You are invited to attend and participate in the 504 Committee meeting on Click here to enter text.at Click here to enter text.to consider the referral, evaluation, and eligibility information on your child for services under Section 504 of the Rehabilitation Act. At that time, if appropriate, an Individual Accommodation Plan (IAP) to meet your child’s educational needs will be developed.

Please review the attached *Information Regarding Section 504* and *Procedural Safeguards/Parent Rights: Section 504.*  These documents explain your rights to notice, an opportunity to examine relevant records, mediation, an impartial hearing with opportunity for participation by you and for your representation by counsel, and a review procedure. If you disagree with the results of the evaluation, eligibility decision, or plan for your child, you have the right to mediation and/or an impartial due process hearing. The district’s Section 504 Coordinator, Wendy Stoudemire, may be contacted at 803-321-2611.

Please contact me at school at Click here to enter text.if you need additional information and/or have questions about the proposed evaluation and eligibility meeting for your child.

 Sincerely,

 Click here to enter text.

 504 Chairperson

Attachment: 504 Information/Parent Rights