



Old Bridge Township Public Schools
Department of Special Services
John Glenn School
185 Cindy Street
Old Bridge, New Jersey 08857
Fax: (732) 360-4459

April 1, 2020

Re: Virtual Related Service Sessions

Dear Parents/Guardians:

I hope this notification find you and your family safe and healthy. During this time that Old Bridge Public Schools are operating through a distance learning platform, the Department of Special Services remains dedicated to continuing to operate as smoothly as possible. In accordance with this, the District will be beginning to hold virtual related service sessions with your child's related service provider (SLP/OT/PT) through the Zoom platform on April 13, 2020. The requirements for the session will be as follows:

- The caregiver must be present during the full duration of the session. All sessions will be scheduled for twenty (20) minutes.
The caregiver is responsible for providing the necessary computer, telecommunications equipment and internet access for teletherapy sessions and arranging a location with sufficient lighting and privacy that is free from distractions or intrusions.
Recording related services sessions delivered virtually is strictly prohibited.
The related service provider will identify themselves, provide their contact information and credentials at the beginning and end of each virtual session.

The session will be scheduled at a mutually agreed upon time between the related service provider and yourself. Please note that the district remains on a truncated day (10:00 am to 2:00 pm). This will impact the frequency of the sessions per week. All session will be scheduled during that time period (10:00 am to 2:00 pm). Also, please note your child will continue to receive digital related service activities as previously established.

If you consent to the provision of related services virtually, no further action is needed at this time. If you DO NOT CONSENT to the provision of services through the Zoom platform, your child will continue to receive digital related service activities provided by your related service provider. If you DO NOT CONSENT, please check the statement below, fill in the student's name, and sign and date. Please then send a picture of the document to your child's case manager and mail the original to Glenn School, 185 Cindy Street, Old Bridge, NJ 08857.

If you have any further questions or concerns, please contact your child's related service provider or case manager.

Sincerely,

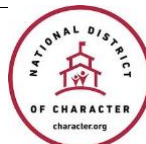
James Tuohy, Ed.D.
Executive Director of Educational Programs

I do not give consent to hold a virtual related service session.

Student Name (Please Print)

Parent / Guardian Signature

Date



David C. Cittadino
Superintendent of Schools
(732) 290-3976

Kathleen Hoeker, Ed.D.
Assistant Superintendent
of Schools
(732) 290-3970

James Tuohy, Ed.D.
Executive Director
of Educational Programs
(732) 360-4461

Denise Lombardi, Psy.D.
Supervisor of Special
Education/Preschool/
K-5 ELA
(732) 360-4308

Christine Dougherty
Supervisor of Secondary
Special Education & ESY
(732) 290-3831