

CONDUCTING A SECTION 504 EVALUATION

Evaluation for Section 504 may encompass the following:

- Review of developmental, medical or educational history
- Formal and/or informal observations in at least two settings
- Behavioral and/or academic rating scales
- Charting of consistency of performance
- Individualized assessment procedures if appropriate
- Information must include student's classroom behavior, physical condition, social or cultural background, adaptive behavior, achievement levels or aptitude. If individual testing is warranted, the tests and material must be valid for the specific purpose for which they are used and are administered by trained personnel as instructed by their producer.
- If the limiting condition is primarily health-related, this evaluation will be conducted in collaboration with the school nurse to ensure that an appropriate healthcare procedure is written to address any medical emergencies that may arise.

The School team, in conjunction with parents, shall conduct evaluations under the following conditions:

- Prior to any significant change in placement
- More frequently if conditions warrant
- If the parent/guardian or teacher reasonably requests an evaluation