



Section 504 District Obligations and Requirements

SECTION 504 OF THE REHABILITATION ACT OF 1973 is the civil rights law that does not allow discrimination on the basis of disability and guarantees individuals with disabilities equal access to an education. The 504 Plan is developed to ensure that a child who is attending an elementary or secondary educational institution and who has a disability receives accommodations that will ensure their academic success and access to the learning environment. A 504 plan is a blueprint for how the school will provide supports and remove barriers for a student with a disability.

The 504 Plan provides accommodations during the school day and beyond. Section 504 teams should use the following checklist to identify accommodations that may be necessary beyond the academic setting.

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|--------------------------|--|--------------------------|--|
| <input type="checkbox"/> | Transportation to/from School and/or School Sponsored Athletic or Extracurricular Events | <input type="checkbox"/> | Extracurricular Activities/Clubs |
| <input type="checkbox"/> | Unstructured Settings | <input type="checkbox"/> | Athletics |
| <input type="checkbox"/> | Transitions | <input type="checkbox"/> | Field Trips (including Overnight Field Trips) |
| <input type="checkbox"/> | Lunch | <input type="checkbox"/> | Non-Regular Attendance at Special Events (Dances, Concerts, Athletic Events, Plays, etc.) |
| <input type="checkbox"/> | Recess | <input type="checkbox"/> | Student Employment |

A 504 Plan Should:

- Provide specifics on how the modifications or accommodations will be provided and by whom.
- Name the person who will be responsible for ensuring that all components of the plan are implemented (case manager).
- Be distributed to all of the child’s teachers, specialists, and support staff
- Be placed in the child’s cumulative file.

Plans should be revised and updated every year, but each district may decide when the plan will be reviewed.





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Child Find Obligation

Child Find requires all school districts TO: identify, locate and evaluate all children with disabilities, regardless of the severity of their disabilities.

Schools must have a policy in place ensuring that they have a comprehensive system of Child Find for all individuals birth through 21 who may or may not be in school and who fall within the schools' jurisdiction.

Child Find Red Flags

- Knowledge or suspicion of a disability
- Attention/Focus issues
- Difficulty with social skills
- Difficulty with making or keeping friends
- Chronic absenteeism
- Repeated disruptive or concerning behavior
- Repeated or patterns of disciplinary referrals and suspensions
- Traumatic history
- Signs or reports of depression, anxiety, withdrawal, or other DSM diagnosis
- School staff awareness of medication usage
- Knowledge of student seeing a psychologist or receiving other medical or psychological treatment
- Mental Health in or outpatient hospitalization
- Sudden change in behavior, mood, grades
- Parents express concern or request accommodations, additional assistance or evaluation



Child Find Data Sources

- Registration/enrollment paperwork
- CA60 documentation
- Attendance Records
- Behavior Records
- Nursing documentation/Health Care Plans
- Teacher reports, observations, calls for help
- Guidance Counselors
- IEP evaluation where the student does not need Specially Designed Instruction
- Outside Evaluations
- Collaboration with clinicians, therapists, doctors, physician assistants, etc



Questions for 504 Eligibility

If the answer is YES, then a Section 504 Plan should be Developed

Does the Student Have a Physical or Mental Impairment?

Does the Impairment Substantially Limit a Major Life Activity or Major Bodily Function?

Does the Student Require Accommodations to participate with Non-Disabled Peers?

