

What is Section 504?

Section 504 of the Rehabilitation Act of 1973 is a federal law that requires public schools to provide reasonable accommodations to students with disabilities so that these students can access the school's general education curriculum and learning opportunities.

Because it is an anti-discrimination law, Section 504 is focused on ensuring that students with disabilities are able to access the same curriculum and learning opportunities available to all students. Unlike special education, Section 504 does not provide specialized instruction or a different curriculum for eligible students. Instead, the Section 504 Program ensures that eligible students with disabilities receive the reasonable accommodations that they need in order to access the general curriculum and learning opportunities.

Examples of impairments that may qualify a student for section 504:

- * Diabetes
- * Asthma
- * Mobility Issues
- * Anxiety Depression
- * ADHD

What is Included in a section 504 Accommodation plan?

A Section 504 Plan describes the accommodations that the school will provide to support the student's education. The team that determined the student's eligibility for Section 504 and identified the needed accommodations will write the accommodation plan. The written 504 plan provides clarity and direction to the individuals delivering services or making accommodations.

Who do I contact for Information on Section 504?

Parents and teachers may contact the school principal; the school district's Section 504 coordinator, Cari Christian-Coates, or the school based Section 504 Coordinator assigned to the student (School Counselor).

Conval High School

Kim Chandler
924-3860

Great Brook Middle School

Laura Gourlay

South Meadow Middle School

Stephanie Smart
Judith Winters

Antrim Elementary School/Pierce Elementary School

Robin Gregg

Peterborough Elementary School

Jennifer Ahlquist

Hancock/Francestown/Greenfield Elementary Schools

Jennifer Swasey

Temple Elementary /

Dublin Consolidated School

Judith Winters

Section 504

Contoocook Valley School District
Office of Student Services



Accommodations for
Students with Disabilities
Information for Parents/
Guardians and Students

Cari Christian-Coates, M.Ed.
Director of Student Services
District 504 Coordinator
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603-924-7503

What is The Role of the Parent?

Although the regulations do not require that the schools invite parents to Section 504 meetings, many districts choose to invite parents as a matter of policy and to forge good relationships. In addition, parents are often excellent sources of information regarding their child's needs and suspected disability.

The district is obligated to inform parents of their rights and any decision(s) made about their child.

What is the Role of the 504 Coordinator/ School Counselor?

The job of 504 Coordinator was established for the purpose of assisting schools in providing 504 services, providing information and serving as a resource to others. The 504 Coordinator works in collaboration with teachers & parents to achieve defined objectives for students through planning, developing, evaluating and overseeing 504 services in compliance with established guidelines.

504 Coordinator responsibilities include:

- Collaborates with internal and external personnel (e.g. other administrators, teachers, public agencies, community members, etc.) for the purpose of maintaining 504 services and programs.
- Ensures compliance with organizational policies, procedures and monitors 504 program components.
- Facilitates 504 meetings for the purpose of identifying issues, develops recommendations and supports staff in implementation.

- Manages and develops 504 plans, supports staff to ensure effective delivery models and services which conform to established guidelines and exemplify best practices.
- Provides oversight of activities pertaining to the 504 process for the purpose of ensuring that essential services are provided to students.
- Participates in, organizes and lead meetings for the purpose of providing and/or receiving information.

What is the Role of the Classroom Teacher?

Once a 504 plan is developed, it stands as a legal agreement between the school district and student. Teachers are responsible for implementing designated services and strategies identified on a student's plan. Teachers do not have the discretion to decline or refuse any component of a 504 plan. Classroom teachers need to be flexible in their teaching techniques and expectations for students with disabilities to be successful in school, teachers may need to modify the classroom environment, adjust their teaching strategies, or make other accommodations. In addition to making classroom accommodations, other tasks include assessment of student progress and effective communication with parents.

Input from teachers is especially important during the annual review process and provides the 504 team with critical information such as: Does the impairment continue to substantially limit a student's academic performance? Were services effective? Does the plan need to be changed? Are there other factors affecting student performance? Teachers are required under Section 504 to make necessary

accommodations as specified in the Section 504 accommodation plan and maintain the necessary documentation that demonstrates compliance.

What should parents or teachers do if they become concerned with the implementation or quality of a 504 plan?

Ongoing communication between parents and teachers will help avoid disagreements related to the student's accommodation plan. When parents' or teachers' concerns are not addressed to their satisfaction, they should contact the school principal or the 504 Coordinator (School Counselor) responsible for Section 504. If the plan is not appropriate, it should be revised following the same procedures used to develop the original plan. Because students' needs change, flexibility in this process will help everyone meet the students' needs.

Resources:

Office of Civil Rights, 34 C.F.R., Part 104, Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance:

<http://www.ed.gov/policy/rights/reg/ocr/edite-34cfr104.html>

Contains federal regulations pertaining to Section 504. LD

Online: <http://www.Ldonline.org>

Contains a variety of resources for parents and schools addressing many aspects of IDEA and Section 504.

Adapted From:

<https://www2.ed.gov/about/offices/list/ocr/504faq.html>