

CHILD FIND NOTICE

The Bowling Green Independent School District and the Warren County School District have ongoing CHILD FIND campaigns. The purpose of the campaigns is to find any child or youth who resides in a home, facility, or residence within these school districts who may have a disability and need specially designed instruction. The Bowling Green Independent School District and the Warren County School District are looking for children and youth, ages birth to 21 years, who are not in school or those who are in school but not receiving the specially designed instruction they need in order to have an appropriate public education.

The Bowling Green Independent School District and the Warren County School District will make sure any child or youth who has a disability is provided an appropriate public education. This education will be at no cost to the parents of the child or youth.

Children and youth with disabilities means those who have developmental delays, hearing impairments, vision impairments, severe emotional disabilities, deafness and blindness, health impairments, specific learning disabilities, mental disabilities, multiple disabilities, speech and language impairments, physical disabilities, autism or traumatic brain injuries. In addition, children and youth with any disability that substantially limits a major life activity may receive accommodations to allow them access to an appropriate education under Section 504 of the Rehabilitation Act, as amended.

Parents, relatives, public and private agencies employees, and concerned citizens are urged to help the Bowling Green Independent School District and the Warren County School District find any infant, toddler, child, or youth who may have a disability and need specially designed instruction and related services. The appropriate school district needs to know the name and age or date of birth of the child or youth; the name, address, and phone number of his or her parents or guardian; the possible disability; and other information to determine if special education is needed.

Letters and phone calls are some of the ways the Bowling Green Independent School District and the Warren County School District collect the information needed. The information each school district collects will be used to contact the parents of the child or youth to find out if the child or youth needs to be evaluated to determine eligibility for special education and related services.

If you know of a child or youth who lives in the Bowling Green Independent School District or the Warren County School District, who may have a disability, and is not receiving needed services, bring, telephone, or send information to: Candy Peay, Director of Special Programs, Bowling Green Independent School District, 1211 Center Street, Bowling Green, Kentucky 42101 or Monica Heavrin, Director of Special Services, Warren County School District, 303 Lovers Lane, Bowling Green, Kentucky 42103. The Bowling Green Independent School District Superintendent's Office is open between 8:00 a.m. and 4:30 p.m. Monday through Friday. The phone number is 270-746-2200. The Warren

County School District Superintendent's Office is open between 8:00 a.m. and 4:30 p.m. Monday through Friday. The phone number is 270-781-5150.

CHILD FIND activities will continue throughout the school year. As part of these efforts, the Bowling Green Independent and Warren County School Districts will use screening information, student records, and basic assessment information collected on all children and youth in the district to help locate those children who have a disability and need special education.

Any information the districts collect through CHILD FIND about children and youth who may have disabilities is maintained confidentially. Parents and eligible students have the right to inspect and review educational records, as well as ask for changes in the records if they disagree with the information in the records. The Bowling Green Independent and Warren County School Districts have policies and procedures for keeping information confidential. These policies and procedures are based on the Family Education Rights and Privacy Act and the Individuals with Disabilities Education Act.

The Bowling Green Independent School District and Warren County School District keep educational records in a secure computer system and in files locked in each school and in the central office. Records are kept for at least three years after they are no longer needed for education purposes. They are kept longer if there is an outstanding request to review them. The districts give notice before destroying the records by shredding them. The districts obtain parental consent before disclosing information from the records.

Copies of the district's policies and procedures as well as information about disabilities and special education are available from Candy Peay, Director of Special Programs, Bowling Green Independent Schools or Monica Heavrin, Director of Special Services, Warren County Schools, and from the principal at each of the schools in the districts. If you know someone who may need this notice translated to another language, given orally or delivered in some other manner, please contact Candy Peay, Director of Special Programs, Bowling Green Independent Schools at 1211 Center Street, Bowling Green, Kentucky 42101 (Phone 270-746-2200) or Monica Heavrin, Director of Special Services, Warren County School District at 303 Lovers Lane, Bowling Green, Kentucky 42103 (Phone 270-781-5150).

The Bowling Green Independent School District and the Warren County School District do not discriminate on the basis of race, color, national origin, sex, religion, age or disability in the employment or provision of services.