

When a student arrives with a 504 plan

Question:	Action:
Who develops plan	Team members include those who know the student and understand the evaluation criteria, principal, guidance counselor, teachers
What to do	<ol style="list-style-type: none">1. Review the documentation received from the family. This will usually include documents such as medical records, classroom observations, test scores, etc. This information helps the team understand the mental or physical impairment that is causing difficulty for the child. The team decides if the disability limits one or more activities daily.2. Create an accommodation plan based on documentation and meetings with the student and family. The 504 plan can be used as a resource in creating the accommodation plan but do not use the 504 plans from the public school, create your own.
The Plan	<ol style="list-style-type: none">1. Include who provides the service/accommodation.2. Include who ensures the plan is carried out.3. The diagnosis4. The classroom accommodations5. Out of classroom accommodations6. Date to be reviewed
What is next	<ol style="list-style-type: none">1. Notify all teachers, services providers, etc. of the plan.2. Provide a copy of the plan to all stakeholders.3. Schedule a meeting to review the plan

FAQ: Frequently Asked Questions

Question	Answer
Who has a 504 Plan?	As defined by federal law: "An individual with a disability means any person who: 1) has a mental or physical impairment that substantially limits one or more major life activities 2) has a record of such an impairment; or 3) is regarded as having such as impairment"
What is a 504 Plan	A 504 plan removes barriers from learning (example: extra time to get from one class to another, daily trips to the nurse, using speech-to-text or other assistive technology)
Why not an IEP?	Students who receive services under a 504 plan may not qualify for services under special education laws. 504 is part of civil rights laws.
What is the difference between a 504 plan and an IEP	Students must qualify under one of the 13 federally identified disability categories under special education law to have an IEP. The 504 law has a broader definition of disability. An IEP is more appropriate for student who is behind academically.
What are the disabilities under special education law (IEP)?	IDEA lists 13 different disability categories. <ul style="list-style-type: none"> ● Specific learning disability (SLD) ● Other health impairment ● Autism spectrum disorder (ASD) ● Emotional disturbance ● Speech or language impairment ● Visual impairment, including blindness. ● Deafness ● Hearing impairment ● Orthopedic impairment ● Traumatic brain injury ● Deaf blindness ● Multiple disabilities ● Developmental delay" (children aged 3 through 9)
What are some	There is no list of eligible or ineligible disabilities. Each decision is made on an individual case-by-case basis. Any disability that "substantially"

examples of disabilities covered by 504 plans?	reduces or lessens a student's ability to access learning in the educational setting because of a learning, behavior, or health-related condition. (Examples: asthma, epilepsy, orthopedic, learning disabilities, temporary disability such as a broken leg)
Can I just implement the 504 Plan from the public school?	No, you must create an accommodation at your school.