

Willamette Education Service District

Code: **IGBA-AR**
Adopted: 4/08/08
Readopted: 6/22/10

Students with Disabilities - Child Identification Procedures**

1. The ESD's Child Find Efforts Include:

- a. Public awareness. ESD child find activities involve local media resources and direct contact activities, such as presentations at community meetings, business group meetings, services agencies or advocacy organizations.
 - (1) The ESD provides information about special education services in the ESD and the ESD's special education referral process to public and private facilities located in the ESD, including day care centers, homeless shelters, group homes, county jails, hospitals, medical officer and other facilities that serve children birth to 21 years old.
 - (2) The ESD provides information about special education services and how to make a referral to any migrant education programs operating in the ESD.
- b. Notice of confidentiality. Before any major child find activity, the ESD publishes notice in newspapers or other media, or both, informing parents that confidentiality requirements apply to these activities. Circulation for this notice must be adequate to inform parents within the ESD's jurisdiction.
- c. Staff awareness. The ESD ensures that staff are knowledgeable of the characteristics of disabilities and the referral procedures for students, including preschool children, suspected of having disabilities.
- d. Communication to parents. ESD staff shall inform parents about the availability of special education services in the ESD and provide them with information about initiating referral for special education evaluation, including the information about early intervention/early childhood special education services (EI/ECSE) and the designated referral and evaluation agencies with which the ESD collaborates.

2. Private School Children with Disabilities:

- a. The ESD's child find system applies to children, including those children who are residents of another state, enrolled by their parents in private schools, located within the boundaries of the ESD.
- b. The ESD's child find activities for private school students enrolled by their parents in private schools are similar to, and completed within a comparable time period, as child find activities for students in district public schools.

** For programs and services provided to students for which the ESD is not considered the local educational agency (LEA), the ESD shall operate in accordance with local district policy.

- c. The ESD does not include the cost of conducting child find activities for private school students, including individual evaluations, in determining whether it has spent a proportionate share of its federal IDEA funds on parentally-placed school students with disabilities.
- d. The ESD consults with private school representatives and parents of private school students with disabilities about how to carry out these child find activities, including:
 - (1) How private school children suspected of having a disability can participate equitably; and
 - (2) How parents, teachers and private school officials will be informed of the process.
- e. The ESD child find process for parentally-placed private school students ensures the equitable participation of parentally-placed private school students with disabilities and an accurate count of such children.

3. **Home-Schooled Students with Disabilities**

- a. The ESD collaborates with the district to ensure that the ESD responds promptly to information about home schooled students with suspected disabilities.
- b. The ESD collaborates with home schooling organizations in the ESD's jurisdiction and provides information about special education services in the ESD and how to make a referral.
- c. If the ESD has reason to suspect that a home schooled student has a disability, the ESD will obtain parent consent for initial evaluation.