

# Onondaga Central School District

## **Procedural Safeguards of Section 504 of the Rehabilitation Act of 1973**

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against persons with a handicap in any program receiving federal assistance. The Act defines a person with a handicap as anyone who:

- has a mental or physical impairment which substantially limits one or more major life activities. Major life activities include activities such as: caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working;
- has a record of such impairment; or
- is regarded as having such an impairment.

### **APPROPRIATE NOTICE**

The Committee on Educational Accommodations will meet to determine eligibility and to develop an accommodation plan for eligible students. Upon application, parents will receive written notice that this meeting will occur within 60 calendar days.

### **PERIODIC REVIEW**

Each student found eligible for accommodations under Section 504 must have a periodic review in order to determine continued eligibility for the accommodations as identified in their plan. Section 504 does not determine how often a 504 plan is to be reviewed. At the Onondaga Central School District each student's plan and their use of the accommodations granted in the plan is reviewed annually. Parents will receive written notice prior to any proposed changes to any accommodation plan.

### **PROVISION FOR REVIEW OF RECORDS AND DECISIONS**

Parents have a right to review their child's records. You have a right to counsel. You have a right to request a hearing if you disagree with the District's identification, evaluation, or provision of accommodations or if you disagree with proposed changes in or termination of accommodations under Section 504 of the Rehabilitation Act of 1973. The Act provides for a parental appeal to the 504 Coordinator to review the decision of the whole committee and, if the parent is still dissatisfied, an impartial due process hearing related to decisions or actions regarding individual educational programs or accommodations plans. If you request a hearing, you and the student may take part in the hearing and have an attorney represent you. Hearing requests must be made to the 504 Coordinator in writing and must be signed by the person requesting the hearing, specifying what you think is in error and what remedy you seek. The Superintendent shall select a person to serve as the Impartial Hearing Officer in all such appeals.