



The Rights of  
Children and Parents in  
Connecticut Schools  
Under  
Section 504,  
A.D.A.

Canton Public Schools

860-693-7704

## **Canton Public Schools**

**If you have concerns or further questions, please contact:**

### **Section 504 Coordinators**

#### **Cherry Brook Primary**

Abe Ammary, Interim Principal 860-693-7721  
Erica Paiva, School Psychologist

#### **Canton Intermediate School**

Rebecca Coiteux, Principal 860-693-7717  
John Pierce, School Psychologist

#### **Canton Middle School**

Jeff Moore, Principal 860-693-7712  
Amy Nadeau, School Psychologist

#### **Canton High School**

Andrew DiPippo, Principal 860-693-7707  
Brigitte Hoagland, School Psychologist

### **District Compliance Officer**

Barbara Palmer McLean, Director of Pupil Services  
4 Market Street  
Canton, CT 06019  
860-693-7704

Our community values all learners of varying abilities and talents.  
We develop citizens who creatively solve problems, demonstrate  
ethical behaviors and make a difference in the world through  
their commitment, respect and sense of global community.  
Responsibility for the quality of life will be shared equitably  
by all people.

# What is a Section 504 Plan?

A 504 plan is a specific plan that outlines services and/or changes to the environment that ensure a child can access learning in school. A 504 plan outlines accommodations and services along with the staff members responsible for implementing the plan.

A copy of the student's 504 Plan will be shared with the parent or guardian and placed in the student's cumulative file together with any evaluations conducted on the student.

**Question: Who can make a referral for a 504?**

**Answer:** Anyone can make a referral: Parents, teachers, administrators. If a student is experiencing academic difficulties or is in need of behavioral supports then it is important that we employ a Multi-tiered system of supports (MTSS). This includes targeted interventions and relevant data collection. In general, 6-8 weeks of data collection is needed to determine the effectiveness of an intervention.

**Question: Who is on a 504 team?**

**Answer:** Parent/guardian, a teacher knowledgeable of the student, a 504 coordinator, which could be the principal, counselor, social worker, school psychologist, or nurse.

**Question: What does the evaluation/eligibility process look like?**

**Answer:** The 504 team will consider multiple sources of information prior to making a determination around eligibility. Sources of information may include, but are not limited to the following:

- Medical documentation
- Parent reports
- Student Academic reports
- Teacher reports
- Testing from outside providers
- Consideration of impact toward access

The 504 team will consider all the information to determine if the student has a physical or mental impairment that substantially limits a major life activity this includes learning, breathing, hearing, seeing, speaking, working, walking, self care, or have record of such an impairment or be regarded as having such an impairment.

**Question: What if my student is temporarily impaired due to an injury or illness?**

**Answer:** "The federal Office for Civil Rights has issued guidance noting that a temporary impairment "does not constitute a disability . . . unless its severity is such that it results in a substantial limitation of one or more major life activities for an extended period of time." (Protecting Students with Disabilities, Frequently asked Questions about Section 504 and the Education for Children with Disabilities, Office for Civil Rights, update January 10, 2020). All decisions around eligibility must be made on a case-by-case basis after considering both the duration and extent of impact on a major life activity. *If a student is not eligible due to a short term illness or injury a medical plan may be considered.*

**PARENT/STUDENT RIGHTS IN  
IDENTIFICATION, EVALUATION AND  
PLACEMENT PURSUANT TO SECTION  
504 OF THE REHABILITATION ACT**

It is the policy of the Canton Board of Education to provide a free and appropriate education to each qualified student with a disability within its jurisdiction, regardless of the nature of the disability.

Section 504 of the American with Disabilities Act is a nondiscrimination statute barring discrimination on the basis of one's disability. The Act requires the school district to locate, evaluate and determine if a student is a qualified person requiring accommodations necessary to provide access to education programs.

To be protected under Section 504, a student must be determined to

1. Have a physical or mental impairment, that substantially limits one or more major life activity, learning, breathing, hearing, seeing, speaking, working, walking, self care.
2. Have a record of such impairment; or
3. Be regarded as having such impairment

The following is a description of the rights granted by this federal law to students with disabilities. The intent of the law is to keep you fully informed concerning decisions about your child and to inform you of your rights if you disagree with any of these decisions.

You have the right to:

1. Have your child take part in, and receive benefits from public education programs without discrimination because of his/her disability
2. Have the school district advise you of your rights under this federal law
3. Receive notice with respect to identification, evaluation or placement of your child
4. Have your child receive a free appropriate education. This includes the right to be educated with non-disabled students to the maximum extent appropriate. It also includes the right to have the school district make reasonable accommodations

to allow your child an equal opportunity to participate in school and school related activities.

5. Have your child educated in facilities and receive services that are comparable to those provided to non-disabled students.

6. Have evaluation, education and placement decisions made based upon a variety of information sources and by a group of persons, including persons who know the student, the evaluation data and the placement options.

7. Have transportation provided to and from an alternative 504 placement setting.

8. Examine all relevant records relating to decisions regarding your child's identification, evaluation, education program and placement.

9. Obtain a copy of your child's educational records.

10. Receive a response from the school district to reasonable requests for explanations and interpretations of your child's records.

11. Request amendment of your child's education records if there is reasonable cause to believe that they are inaccurate, misleading or otherwise in violation of the privacy rights of your child. If the school district refuses this request for amendment, it shall notify you within a reasonable time and advise you of the right to a hearing.

12. Request an impartial due process hearing related to decisions or actions regarding your child's identification, evaluation, educational programming or placement. You and the student may take part in the hearing and have an attorney present with you.

**Hearing requests must be made to Mrs. Barbara McLean,  
Director of Pupil Services**

13. File a local grievance:

U.S. Department of Education  
Office of Civil Rights  
33 Arch Street, Suite 900  
Boston, MA 02110-1491

**NOTES:** \_\_\_\_\_

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