

## CHILD FIND PROCEDURES FOR STUDENTS WITH DISABILITIES

Intelli-School Inc.

**Intelli-school Inc.** will ensure that all children in need of special education and or related services, birth to age 21, including children who are migrant, homeless or wards of the state and children attending private and home schools are identified, located and evaluated.

Children with suspected disabilities, birth through two (2) years of age will be referred to the appropriate AzEIP (Arizona Early Intervention Program) within their geographical area by calling 888-592-0140 or by making a referral online at [des.az.gov/azeip](https://des.az.gov/azeip). These referrals include screening, referral for evaluation, evaluation and identifying needs. As appropriate, this may result in referrals to other agencies.

Children with suspected disabilities, ages three (3) through elementary school ages will be referred to the home school district of parental residence where screening, referral for evaluation, evaluation and identifying needs occurs. If the student is found to have a disability, appropriate placement and services are addressed.

**Intelli-school Inc.** will log and track all referrals through process completion. Questions about the referral process should be directed to the Special Education Office at 602-564-7370

Services are available to eligible students within **Intelli-school Inc.** high schools. Instruction and services will be specially designed to meet the needs of students identified with disabilities in the following areas:

- Autism
- Emotional Disability
- Other Health Impaired
- Specific Learning Disability
- Mild, Moderate, Severe Intellectual Disability
- Multiple Disabilities
- Orthopedic Impaired
- Traumatic Brain Injury
- Hearing Impaired
- Visually Impaired
- Speech Impaired

**SCREENING PROCESS** - *Screening activities do not include detailed or formal psychological or psychoeducational testing.*

Screenings may be informal or formal and are conducted to determine the students appropriate developmental and academic norms.

All new students will be screened within forty-five (45) calendar days of the students first day of school, unless appropriate screening records are obtained from prior school.

A screening of the students' abilities in the following areas will be conducted:

- Vision and hearing
- Cognitive and academic skills development
- Communication
- Motor
- Social or behavioral development
- Adaptive development

May include...

- observations /progress reports
- teacher rating scales
- family interviews
- review of medical, developmental or educational records
- or the administration of specific instruments identified by the test publisher as appropriate for use as a *screening tool*.

**Intelli-School Inc.**, will notify the parents within ten (10) school days of any concerns discovered during the screening process, and inform them of the proposed follow-up action (s) to address the concerns.

- Interventions, strategies, and general education options to assist the student will be exhausted whenever possible before making a referral for an evaluation. Screening results will be maintained in the students cum file and all records will remain confidential.

## REFERRAL FOR EVALUATION

Students who are not responding to interventions, strategies, or other general education options to address concerns will be referred to the Multidisciplinary team (MET) for an evaluation within fifteen (15) school days of the decision of non-response.

**Intelli-School Inc.** will provide to parent, procedural safeguards in the parents' native language, and a written notice (PWN) for the referral and reasons for the referral.

The Multidisciplinary team will include, but is not limited to, at least one general education teacher, at least one teacher or specialist with knowledge in the area of the suspected disability, the school administrator or other person acting on behalf of the administrator and the parent.

A parent or student may request an evaluation in writing. **Intelli-School Inc.** will submit any requests received for evaluations to the special education office and a MET

meeting will be arranged with the parent for consultation and review of existing data within fifteen (15) school days of receipt of request.

## EVALUATION AND IDENTIFICATION

Students will not be evaluated *without written parental consent*. The MET will prepare a report of all existing data to be reviewed with the parent. If the team concludes that a full and individual evaluation is not needed, **Intelli-School Inc.** will provide written notice (PWN) and procedural safeguards in a timely manner.

If the team, including parent concludes that additional data is needed, **Intelli-School Inc.** will seek parental consent and provide written notice (PWN) for evaluation and procedural safeguards in a timely manner.

Evaluations will be completed within sixty (60) calendar days from parent consent for evaluation, or in the absence of parent consent, from mediation of due-process procedures.

The evaluation shall assess the students' capabilities and limitations in all areas of the suspected disability which may include:

- Health
- Vision and hearing
- Social and emotional status
- General intelligence
- Academic performance
- Communication status
- Motor abilities

Evaluation data sources may include but is not limited to:

- Independent evaluations and current information provided by parent
- Teacher observations (such as grade reports, behavior tracking reports, attendance records)
- Related service provider input
- Current classroom-based assessments, including benchmark testing
- Language proficiency assessments
- Standardized assessments
- And any other data needed to determine if the student is a child with a disability and in need of specially designed services and protections under IDEA and state law.

**Intelli-School Inc.** will provide specially designed instruction and/or related services to meet the individual needs of students identified as children with disabilities and in need of special education services and protections under IDEA.

Upon parental consent for placement and services, the IEP teams at **Intelli-School Inc.** will work together with parents and student to develop an individualized education plan to meet the specific needs of the student.