

Dear Health Care Professional,

Thank you for your commitment to helping children in our community with special needs. At Weber School District we are equally committed to helping all children.

If you are receiving this letter, then the patient you are evaluating is being considered for a Section 504 Accommodation plan in our district.

We rely on your expertise to provide a history and information on medical conditions (and possibly a diagnosis) that impact a student's educational function. As educators, our task is to take the information you provide and evaluate how a student's disability, condition, or diagnosis impacts educational performance. If current educational data indicates a need for accommodations and specialized instruction, the school and parent design a plan based on the student's specific needs. Weber School District is able to provide appropriate services to meet educational needs in order for students to become as independent as possible.

In order to expedite care and determine students' educational needs, we look for a **summary of some of the following information** (as appropriate) in a letter from you:

- Medical/developmental history information
- A specific diagnosis/syndrome
- Symptoms the student is experiencing
- Skills impacted by the student's condition
- Duration that the condition will last; if appropriate
- Prognosis; if appropriate
- Treatment plan or Health Care plan; if appropriate
- Rehab/treatment logs
- Length of time the student has been under your care

Decisions about services in the school (including accommodations, modifications, extra peer/adult assistance, etc.) are made by a team of people knowledgeable about the student. This usually includes school personnel (familiar with the student and programs), parents, and if appropriate; the student. Consequently, ideas and accommodations regarding educational services made by outside evaluators will be considered, but not necessarily implemented in the school setting.

We want parents and medical professionals to have the appropriate information early in this process. Our district has created a brochure with 504 information that we hope you may use as a reference as well. Please feel free to make copies and distribute them as families ask for information, and refer them back to their neighborhood school for more help.

<http://wsd.net/resources/downloadable/documents-forms/equity-justice-and-inclusion/civil-rights-and-bullying-report/504-resources/2210-a-parent-guide-to-section-504-tri-fold-brochure/file>

Thank you again for your work. If you have further questions, or would like copies of the brochure, please contact us at (801)476-7865 or visit our website at

<http://wsd.net/departments/education/equity-justice-and-inclusion/civil-rights-bullying-report/section-504>

Sincerely,

Weber School District Educational Equity Department