**Special Education Referral Process & Timeline**

**Pre-Referral**
Child is suspected of being in need of supports. Classroom teacher/parent may initiate/request for reasonable classroom accommodations. Student may be discussed and brought to the attention of the Intervention and Referral Service (I&RS).

**Referral**
Child is suspected of having a disability that may potentially impact his/her ability to learn and has already received reasonable modifications from classroom teacher and has already gone through the Intervention and Referral Service (I&RS).

**Evaluation Request**
Written request for evaluation is sent to the Department of Special Education by parent(s), teacher(s) or IRS team.

**Child Study Team Responsibility**
Child Study Team will respond to written request and begin screening process.

**CST Evaluation Determination**
Child Study Team determines if full evaluation is required. Meeting scheduled with parent(s) to meet with CST and determine evaluation process and get written consent to evaluate.

**Evaluation Procedures**
Evaluations are conducted by CST, outside agents (if applicable); family physician (if applicable). Results are shared with parents. Eligibility for Special Education and Related Services determined.

**Evaluation Determination**
If child is found to be eligible for Special Education and Related services an IEP is developed.

**Parental Disagreement**
If parent(s) disagree with a determination they may file for state mediation, due process or revoke consent.

**Parental Consent for Initial Implementation**
Parent(s) must sign consent to for initial IEP implementation.