## SUNNYSIDE SCHOOL DISTRICT NO. 201

1110 S. 6th St., Sunnyside, WA 98944

## SPECIAL EDUCATION SUPPORT SERVICES Phone: (509)836-8732 Fax: (509)837-0403

PURPOSE: As a parent/guardian of a special education child or child suspected of needing special education services, the school district is required to provide you with prior written notice whenever it proposes or refuses to initiate or change the identification, evaluation, educational placement, or provision of a free appropriate public education to your child. This notice should be given to you after a district makes a decision and before action is taken on the decision. The notice should be given to you in a reasonable amount of time before the district takes action.

## **Prior Written Notice**

| Student name  | Student #   |                    | DOB_ |       | Date |
|---|---|--------------------|------|-------|------|
| Serving school  | IEP Mgr   |                    |      | Grade | Age  |
| Home school   | Disability  |                    |      |       |      |
| То:   |   |                    |      |       |      |
|   | Parent/guardian/adult student   |                    |      |       |      |
| Re:   |   |                    |      |       |      |
|   | Student name  |                    |      |       |      |
| The purpose of this prior   | written notice is to inform you tha   | nt we are          |      |       |      |
| 1 proposing<br>refusing to  | 2   | initiate<br>change | a/an |       |      |
| Mark all items below that   | apply:  | continue           |      |       |      |
| <ul> <li>□ referral</li> <li>□ initial evaluation</li> <li>□ eligibility category</li> <li>□ IEP</li> <li>□ Other (specify)</li> <li>□ educational placement</li> </ul> | reevaluation<br>disciplinary action that is a change o<br>continued eligibility | f placement        |      |       |      |
| Other:  |   |                    |      |       |      |

Description of the proposed or refused action:

The reason we are proposing or refusing to take action is:

Description of any other options considered and rejected:

The reason(s) we rejected those options was:

| A description of each evaluation procedure, test, record, or report we used or plan to use as the basis for |
|---|
| taking this action is as follows (if initial eval or reeval, include the areas assessed and the purpose):   |

| y other factors that are relevant to the action: |  |
|--|--|
| y other factors that are relevant to the action: |  |

The action will be initiated on

Date

Your child has procedural protections under IDEA. These protections are explained in the *Notice of Procedural Safeguards for Special Education Students and Their Families*. If this prior written notice is given to you (1) as part of your child's initial referral for evaluation, (2) as part of a request for a reevaluation, or (3) as notice regarding disciplinary action that constitutes a change of placement, the procedural safeguards accompanies this notice. If a copy of the *Notice of Procedural Safeguards for Special Education Students and Their Families* is not enclosed and you would like a copy, or you would like help in understanding the content, please contact:

(Name)

(Position)

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