

RETURN TO SCHOOL

STEP 1 - SCHOOL PLAN WORKSHEET



WHAT IS MY TASK IN THE PROCESS?

Get a copy of your school district's back to school plan for all students.

Tip - Find the plan on the school website or by contacting your child's school

GATHER INFORMATION

Is there a choice of virtual or in-person learning? If yes, what are the deadlines? _____

How often can I change from one to the other? _____

Are there special exceptions for students with IEP's or 504's? _____

Are the needs of students with IEP's and 504 plans addressed in the back to school plan? _____

If there is a mandatory change to virtual learning, how quickly will I be notified? _____

PREPARE - Important to ask or consider

- Who is my direct contact and best way to communicate with them quickly?
- How will each service in my child's IEP be delivered?
- For virtual learning, what training, equipment and technology will be provided to support my child's learning?
- What can we do to prepare my child for a smooth transition? (meet teachers, tour school prior to first day, visual schedule, virtual "get to know you" meeting)
- What attendance, data or reporting will I be required to do?
- If your child uses specific supplementary aides or services at school (like a sensory vest, screen reader, communication device, etc...) ask for those to be provided for virtual learning at home.

TIP: The Individuals with Disabilities Education Act (IDEA) did not change. You can still request an IEP meeting to discuss your child's goals and services.

TAKE ACTION - Next steps

1. _____

2. _____

3. _____

4. _____

5. _____

TIP: On the back of this worksheet, keep a log of contacts: date, who you talked to and what was discussed.

RESOURCES - To help you make decisions

- Checklist on COVID-19 – safety considerations – <https://bit.ly/back-to-school-cklist-FND>
- TN Department of Education Special Populations School Reopening Toolkit – <https://bit.ly/Sp-Pop-Reopening-Toolkit-20200611>
- Sample of form to outline IEP delivery virtually – <https://bit.ly/MNPS-CLIP-2020>
- ALL ABOUT ME Booklet - A tool to share information about your child and their needs <https://bit.ly/All-About-Me-Booklet>

CONTACT STEP FOR ASSISTANCE UNDERSTANDING YOUR RIGHTS AND HOW TO ADVOCATE FOR YOUR CHILD