



### Where will accommodations be provided for students, and what are some examples of possible accommodations?

Section 504 requires that a student with a disability be educated with non-disabled students to the maximum extent appropriate. As with IDEA, this is considered educating the student in the least restrictive environment. Implementation of most Section 504 plans occurs within the regular classroom. Accommodations generally are those minor adjustments to things like seating arrangement, lesson presentation, assignments, and other facets of the learning experience that provide the student with equal access to learning opportunities. An example could be moving the student to a position in the room that best supports his or her ability to attend to schoolwork. Accommodations might involve the use of special visual aids, large print, or using video recordings. Allowing a student additional time to complete a specific kind of task is also an accommodation. Countless accommodations exist that can support a student's equal access to educational opportunities. It is the job of the 504 Team to identify those accommodations that best support the access needs of a 504 eligible student. The 504 Team may also contact the District 504 Compliance Specialist for assistance with the accommodation process.

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### How are 504 accommodations and related services documented and reviewed?

If the 504 Team determines that a student has a qualifying disability, the team's second responsibility is to identify the student's needs and the services and/or accommodations the student will receive. Documentation of the plan's detail is in the **Section 504 Student Accommodation Plan**. This Plan provides a summary of accommodations that a student needs in order to have equal access to the learning process or to other programs, activities, and services. The original 504 Plan document will be kept in the student's cumulative file. Also, the 504 coordinator is responsible for sending a copy of the student's 504 Plan to the District 504 Compliance Specialist at the Student Services Office.

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The 504 Coordinator is responsible for updating the Synergy to reflect that the student is a 504 eligible student.

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A 504 Team should review the **Section 504 Student Accommodation Plan** annually, or whenever a student moves to another school, or when it appears that changes to the 504 Plan are needed. The purpose of a review is to add, subtract and/or modify student accommodations as needed.