



WRITTEN NOTICE TO PARENTS

Name of Child: _____

State Testing Number: _____

Birthdate: _____

Age: _____

Grade: _____

District/Agency: _____

Date: _____

To: _____

This notice is to inform you of the school district's intent as follows:

DESCRIPTION OF ACTION: PROPOSED **or** REFUSED

To initiate **and/or** change the following:

- Identification of your child as having a disability which requires special education services
- Evaluation/Reevaluation to determine disability and nature, extent of special education and related services needed
- Educational placement/services
- Provision of a Free and Appropriate Public Education (FAPE)
- Parent Revocation of Consent
- Other

1. Explanation and Rationale of the proposal or refusal:

2. Description of any options considered and reasons refused:

3. Description of each evaluation procedure, test, record, or report used as a basis for the proposed or refused action:

4. Description of any other factors relevant to the proposal or refusal:

Translation/Interpretation needed?

If yes,

Parents or Adult Students have protection under the procedural safeguards. Additional resources and options for dispute resolution, such as IEP facilitation, mediation, filing a state complaint, and/or filing a due process complaint are located within the Parents Rights in Special Education: Notice of Procedural Safeguards. To obtain a copy, contact at .

The issues addressed in this notice will go into effect on as the local educational agency has determined that this be considered a reasonable amount to provide the parent(s).

From:

Name of District / Public Agency Official

Phone

Email

School

Street Address / P.O.Box

City

OK

State

Zip

Signature

Date

Notice Sent By: