

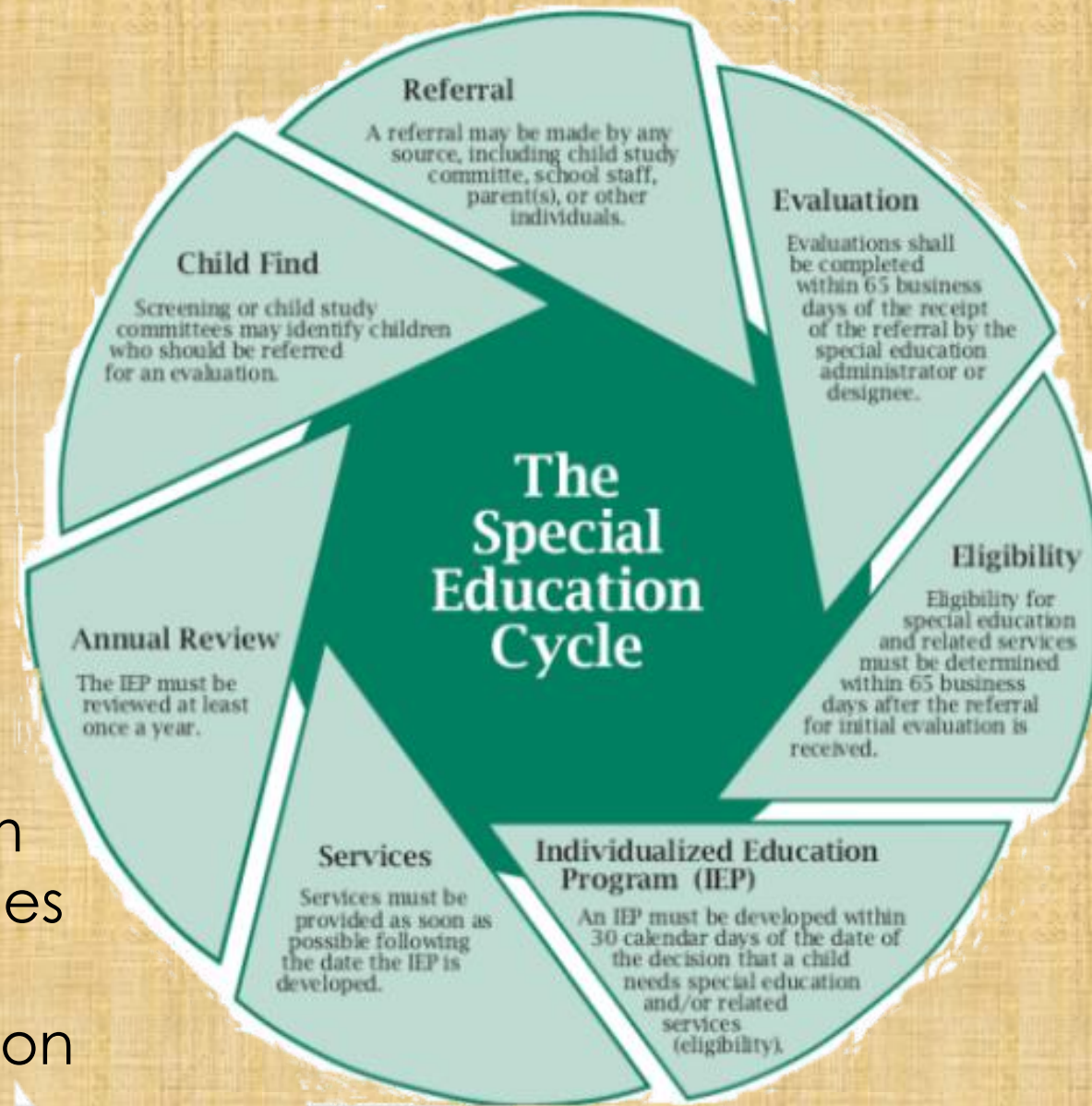
Child Find, Child Study and Eligibility: The Special Education Process



Parent Resource Services Presentation 2021

What is the Special Education Process?

- ❖ Identification and Referral
- ❖ Evaluation
- ❖ Determination of Eligibility
- ❖ Development of an Individualized Education Program (IEP) and Determination of Services
- ❖ Annual Review and Reevaluation



Child Find: General Responsibility

Required to locate, evaluate, identify all children, birth through 21 inclusive, living within LCPS jurisdiction who may be in need of special education and related services

- ❖ Target Ages: Birth to 21, inclusive
- ❖ Birth to 3: coordinated by The Infant & Toddler Connection of Loudoun (Infant & Toddler Early Intervention program - Loudoun County government)
- ❖ Age 2 through 21, inclusive—coordinated through LCPS
- ❖ Children age 2 and up to 3 years old may receive services through The Infant & Toddler Connection of Loudoun OR LCPS, but not both
- ❖ School-aged children are referred to the school's Child Study Team

Students Attending a Private School

Students attending private school IN Loudoun County

If the student is a Loudoun County resident, the student's home school has the child find obligation, regardless of where the private school is located within Loudoun County

Students attending private school OUTSIDE of Loudoun County

If parents/guardians are Loudoun County residents, and the student attends private school outside of Loudoun County, then both the **home school and the jurisdiction in which the private school is located** have the child find obligation, and LCPS must offer a comprehensive evaluation if a disability is suspected

I would like to make a referral. Whom should I contact?

My child is...	Contact	Phone	Internet Resource
Birth to age 3	Infant & Toddler Connection of Loudoun	571-258-3095	Infant & Toddler Connection of Loudoun (Infant & Toddler Early Intervention program - Loudoun County Government)
Ages 2 (by September 30th of the school year) to 5	Preschool Child Find	571-252-2180	Preschool Child Find Center
Kindergarten age (5) through grade 12	Your Home School Special Education Administrator	LCPS School Contact List	LCPS Eligibility Services

Birth-Age 3: Infant & Toddler Connection of Loudoun

Infant & Toddler Early Intervention Services provided by
Loudoun County Government

- ❖ Separate from LCPS
- ❖ Parents contact The Infant and Toddler Connection of Loudoun (ITC Loudoun) directly at 571-258-3095 if they have concerns about their child from birth to three years of age
- ❖ Parents of children that are 2 by September 30th of that school year have the option of going through the process with either ITC Loudoun or LCPS - if unsure call the LCPS Preschool Child Find office at 571-252-2180



Preschool Child Find - Ages 2-5

LCPS Preschool Child Find

- ❖ Request an appointment with Preschool Child Find through the online appointment scheduling system at <https://www.lcps.org/PreschoolChildFindCenter> or via phone at 571-252-2180
- ❖ A request for an appointment can be made by any source that may include parent, private provider, health clinic staff, or other individuals
- ❖ Once a request for an appointment is received, the parent is contacted via email or phone, additional information is requested and an attempts are made to schedule an appointment



Parents are asked to complete and provide the following forms when an appointment with the Preschool Child Find office is requested.

LOUDOUN COUNTY PUBLIC SCHOOLS
CHILD FIND MULTI-DISCIPLINARY REFERRAL

Child Find Administrator: _____ Date of Form Notification of CST Meeting: _____ Date of CST Meeting: _____

IDENTIFYING INFORMATION

CHILD'S NAME: _____ NICKNAME: _____ GENDER: MALE FEMALE

DATE OF BIRTH: _____ AGE AT SCREENING: _____

IS YOUR CHILD CHECK ALL THAT APPLY: IN PRESCHOOL? AT DAYCARE? AT HOME?

NAME OF PRESCHOOL/DAYCARE: _____ NAME OF PERSON MAKING REFERRAL: _____ RELATIONSHIP TO CHILD: _____

LANGUAGES SPOKEN BY THE CHILD

WHAT WAS THE FIRST LANGUAGE SPOKEN BY THE CHILD? _____ DOES THE CHILD NEED AN INTERPRETER IN ORDER TO COMMUNICATE? YES NO

WHAT LANGUAGE(S) ARE SPOKEN IN THE HOME? _____ DOES THE PARENT NEED AN INTERPRETER IN ORDER TO COMMUNICATE? YES NO

WHAT LANGUAGE(S) ARE SPOKEN OR UNDERSTOOD BY THE CHILD? _____

PLEASE SUMMARIZE THE CONCERNS FOR YOUR CHILD

DESCRIBE YOUR CHILD'S DAY
(Sleep, routines, play with others, cell phone/computer/tablet use, toys/books/activities)

DESCRIBE YOUR CHILD'S PLAY HABITS AND SOCIAL RELATIONSHIPS WITH BOTH PEERS AND ADULTS

DESCRIBE YOUR CHILD'S COMMUNICATION SKILLS
(How do you hear what your child says/hears? Can your child follow simple directions?)

DEVELOPMENTAL HISTORY

ALL PRESCHOOLS/DAYCARES ATTENDED AND HOW LONG FOR EACH	MEDICAL CONCERNS/DIAGNOSES
_____	_____
BEHAVIOR CONCERNS RELATED TO PRESCHOOL/DAYCARE	OTHER TESTING OR PROGRAMS FOR YOUR CHILD OR FAMILY
_____	_____

Revised 04/18 PK 003

Loudoun County Public Schools
Child Find Center
Parent Questionnaire

Today's Date: _____

Child's Name: _____ Nickname: _____

Date of Birth: _____ Age: _____ Gender: Male Female

Country of Birth: _____ Child's primary language: _____

Where is your child during the day? _____

Language(s) heard while there? _____

Child's primary caregiver: _____ Parent's marital status: _____

Family Information:

Mother's name: _____ Occupation: _____

Highest Level of Education: _____ Primary Language: _____

Country of Birth: _____ How long in U.S.? _____

Interpreter needed? Yes No

Father's name: _____ Occupation: _____

Highest Level of Education: _____ Primary Language: _____

Country of Birth: _____ How long in U.S.? _____

Interpreter needed? Yes No

Is there any family history of speech/language or developmental/academic delays? Yes No

If yes, please explain: _____

Others in the home:

Name	Relationship to child	Primary language

LCPS Child Find 05/17

PRESCHOOL TEACHER/DAYCARE PROVIDER INPUT REPORT
(CHILD FIND REFERRAL INFORMATION)
LOUDOUN COUNTY PUBLIC SCHOOLS
PLEASE READ CAREFULLY AND COMPLETE ALL INFORMATION REQUESTED

IDENTIFYING INFORMATION

CHILD'S NAME: _____ DOB: _____ GENDER: MALE FEMALE

PERSON COMPLETING FORM: PRESCHOOL TEACHER DAYCARE PROVIDER

PRESCHOOL TEACHER/DAYCARE PROVIDER (PLEASE PRINT NAME): _____ SCHOOL: _____

CHILD'S LENGTH OF TIME IN CLASSROOM SETTING: _____

1. SUMMARIZE STRENGTHS

2. SUMMARIZE CONCERNS

3. DESCRIBE THE CHILD'S PLAY HABITS AND INTERACTIONS WITH OTHERS. (Favorite toys, interactive play)

4. LIST ANY BEHAVIORAL CONCERNS. (Describe the behavior, how often it happens, how long it lasts, and your response.)

5. DESCRIBE SPEECH/LANGUAGE SKILLS (How does the child communicate? Can the child follow simple directions?)

PRESCHOOL TEACHER/DAYCARE PROVIDER SIGNATURE: _____ DATE: _____

Revised 8/11 PK 102

Preschool Child Find - Ages 2-5

- ❖ An Early Childhood Special Education teacher and a Speech Language Pathologist conduct the initial appointment
- ❖ Gather information to determine whether an educational disability is suspected



- ❖ Team moves into a Child Study meeting and discusses their findings, impressions and the next steps in the process



The Child Study Process (Preschool-12)

- ❖ Referral to the Child Study Team can be in written, electronic, or oral form from any source for children suspected of having a disability aged 2 to 21, inclusive.
- ❖ A referral to the Child Study Team can be made by any source, including parent, school staff, or other individuals.
- ❖ If a disability is suspected, a Child Study Team meeting will occur within 10 business days of the date the referral was first received in written, electronic or oral form.

Child Study Team (required members)

- ❖ Administrator or Designee
- ❖ Child's teacher (if applicable)
- ❖ Specialist
- ❖ Parent (must be invited to participate but does not have to attend)
- ❖ Referral Source, as appropriate
- ❖ Special Education Teacher
- ❖ One member of the committee must be knowledgeable about alternative interventions and about procedures required to access programs and services that are available to assist with students' educational needs

Function of a Child Study Team

- ❖ Review Records and other performance information
- ❖ Make recommendations for academic and behavioral needs. The recommendation could be:
 - K-12: refer to a school-based team (e.g. grade level team support, reading specialist)
 - refer to the Child Study Team for support (documented interventions and progress monitoring)
 - refer for testing due to a suspicion of a disability under IDEA or Section 504
 - no further recommendations

Referral for Evaluation?

CST reviews records/performance and makes recommendations to meet child's academic, behavioral, and functional needs.

After the meeting LCPS provides parents with:

- ❖ Copies of Child Study Documents
- ❖ Prior Written Notice
 - Notice of Referral and permission to evaluate or
 - Notice of Non-referral and general education supports
- ❖ Procedural Safeguards

****Written parent consent is required for evaluation****

CST001 Multi-Purpose Referral K-12



MULTI-PURPOSE REFERRAL FORM Loudoun County Public Schools

Purpose of Referral (Check ONLY ONE of the boxes below):

- Refer a child who may be in need of general education support, strategies, and interventions
- Refer a child who is suspected of having a disability and may be in need of special education/504 services**

Student Name _____	Student ID _____	Date of Birth _____
School _____	Grade _____	Teacher _____
Parent Name(s) _____	Address _____	Phone _____

Referral Concerns: Please describe the concern(s) affecting the student's performance in school and provide any supporting data. What do you want the child to do that he or she is not currently doing? (attach pages if needed)

Description of actions already taken to address the concern: (attach pages if needed)

Name of Referring Source _____	Relationship to Student _____	Date Form Completed _____
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OFFICE USE ONLY

Name of Person Receiving Form _____	Date Referral First Received in Written, Electronic, or Oral Form _____
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The principal or designee's decision was to:

<input type="checkbox"/> Refer to the Child Study Team for possible support, strategies, and interventions	Date of CST Meeting _____
<input type="checkbox"/> Refer to the Child Study Team to review and respond within 10 business days** <i>Required when a child is suspected of having a disability</i>	Date of CST Meeting** _____
<input type="checkbox"/> Refer to another school team for possible support, strategies, and interventions. Specify team: _____	Date of Meeting _____

14 Disability Categories per the regulations governing Special Education Programs for children with disabilities in Virginia

- ❖ Autism
- ❖ Deaf-blindness
- ❖ Deafness
- ❖ Developmental Delay
- ❖ Emotional Disability
- ❖ Hearing Impairment
- ❖ Intellectual Disability
- ❖ Multiple Disabilities
- ❖ Orthopedic Impairment
- ❖ Other Health Impairment
- ❖ Specific Learning Disability
- ❖ Speech or Language Impairment
- ❖ Traumatic Brain Injury
- ❖ Visual Impairment (including blindness)
- ❖ <https://documentcloud.adobe.com/link/track?uri=urn:aaid:scd:s:US:c2ca2984-9d19-4476-aad2-74c2b85b727d>

IDEA Eligibility Requirements

The “Big 2”

- ❖ **Two major considerations:**
 - Evidence of a disability (that includes adverse educational impact)
 - Requires specially designed instruction



Difficulties vs. Disabilities

- ❖ Difficulties ≠ Disability
- ❖ Numerous causes:
 - Family stressors
 - Absenteeism/Tardiness
 - Transience
 - Personal Strengths & Weaknesses
 - Second language
 - Gaps in instruction



Exclusionary Factors – ALL Disabilities


Lack of appropriate instruction in Reading

- Phonemic awareness
- Phonics
- Vocabulary development
- Reading fluency
- Reading comprehension skills

Lack of appropriate instruction in Math

Limited English proficiency

Environmental, economic or cultural disadvantage



What if my child has a medical diagnosis of a condition?

The existence of a medical condition alone does not automatically qualify a child for special education and related services. The team must also determine whether or not the medical condition results in an adverse impact on child's educational performance and requires specially designed instruction.

Quick Reference Guide

Early Intervention (Loudoun County Government):

- ❖ 571-258-3095
- ❖ [Infant & Toddler Early Intervention](#)

LCPS Preschool Child Find:

- ❖ 571-252-2180
- ❖ [Preschool Child Find Center](#)

LCPS Diagnostic and Prevention Services:

- ❖ 571-252-1016
- ❖ [Eligibility Services](#)
- ❖ [Eligibility Coordinators by School](#)

Quick Reference Guide

Parent's Guide to Special Education:

- ❖ [Parent's Guide to Special Education](#)

Procedural Safeguards:

- ❖ [Procedural Safeguards-Virginia Department of Education](#)

Virginia Department of Education (VDOE):

- ❖ 800-292-3820
- ❖ [VDOE](#)

