

ENDEAVOR CHARTER SCHOOL
SECTION 504/ADA
Student and Parents' Rights

The following is a description of student and parent rights under Section 504 of the Rehabilitation Act of 1973. The law requires that you be kept fully informed concerning decisions about your child and that you be informed of your rights if you disagree with any of these decisions.

I. Parents' Rights

You have the right to:

1. Have your child take part in and receive benefits from public education programs without discrimination based on a disability;
2. Have the school advise you as to your rights under federal law;
3. Receive notice with respect to evaluation, identification, or placement of your child;
4. Have your child receive a free appropriate public education, including being educated with other nondisabled students to the maximum extent appropriate and having the school district make reasonable accommodations to allow your child an equal opportunity to participate in school and school-related activities;
5. Have your child educated in facilities and receive services comparable to those provided students without disabilities;
6. Have evaluation, identification, and placement decisions made based upon a variety of information sources, and by individuals who know the student, the evaluation data, and placement options;
7. Give your child an equal opportunity to participate in nonacademic and extracurricular activities offered by the school;
8. Examine all relevant records relating to decisions regarding your child's evaluation, identification, educational program, and placement;
9. Obtain copies of educational records at a reasonable cost;
10. Receive a response from the school to reasonable requests for explanations and interpretations of your child's records;
11. Request amendment of your child's educational records if there is reasonable cause to believe that they are inaccurate, misleading or otherwise in violation of the privacy rights of your child; and
12. Request grievance hearing related to decisions regarding your child's evaluation, identification, educational plan or placement as described in Section II below.

II. Grievance Procedure

STEP I - Concerns and questions: A student, parent, or guardian who has a concern or question about particular Section 504 evaluations, accommodations, or issues should contact the following individual first:

504 Coordinator – Carolyn Southard,
csouthard@endeavorcharter.com, 919-848-0333

STEP II – Conference with the Director: If the concern or question is not resolved at Step I, the student, parent, or guardian may proceed with the 504 appeals process by making a written request for a conference with the director to discuss the grievance and seek resolution. The request shall fully describe the grievance. The following additional guidelines shall be observed in Step II:

- A. A grievance shall be filed by the parent to the director as soon as possible, but not longer than thirty school days after disclosure of the facts giving rise to the grievance.
- B. The director shall grant the conference within five school days following receipt of the request. The director will state in writing his position on the question to the individual within five school days following the conference.
- C. Only the parent, guardian, or someone acting in loco parentis shall be permitted to join or represent the student in the conference with the director.

STEP III -- Appeal to the Board of Directors: If the grievance is not resolved at Step II, the student, parent, or guardian may appeal the director's decision in writing to the board of directors. The appeal must be made within five school days following receipt of the appeal. A written response shall be made to the student, parent, guardian, and director from the board of directors within ten school days following the review.

STEP IV -- Appeal for a Section 504 Due-Process Hearing: If the grievance is not resolved at Step III, there is a right to appeal to federal court from a decision of the board of directors.

For more information, please contact:

The U.S. Department of Education, Office for Civil Rights:
<http://www2.ed.gov/about/offices/list/ocr/504faq.html>