

**Notification of Rights and Due Process of Procedures  
under the provisions of  
Section 504 of the Rehabilitation Act of 1973**

If it is determined that your child has a physical or mental impairment that substantially limits a major life activity and, as a result requires instructional or other appropriate accommodations within the school environment, your child is disabled under Section 504 of the Rehabilitation Act of 1973. In addition, if your child does not have a disability but has a record of a disability or is considered disabled by school personnel, your child is protected from discrimination under Section 504.

Under Section 504, you have the right to:

1. have your child take part in, and receive benefits from, public education programs without discrimination because of his or her handicapping condition;
2. have the District advise you of your rights under federal law;
3. receive notice with respect to the identification, evaluation, or placement of your child;
4. have your child receive a free appropriate public education in the least restrictive environment. If it is determined that your child is eligible for special education, those services will be provided under the Individuals with Disabilities Education Act (IDEA) through an Individual Educational Plan (IEP);
5. have your child receive services and be educated in facilities which are comparable to those provided to non-handicapped students;
6. have evaluation, educational, and placement decisions made based on a variety of information sources, and by persons who know the student and who are knowledgeable about the evaluation data and placement options;
7. have your child be given an equal opportunity to participate in non-academic and extracurricular activities offered by the District;
8. examine all relevant records relating to decisions regarding your child's identification, evaluation, and placement;
9. appeal the school-level decisions regarding your child's eligibility and the appropriateness of the Section 504 plan to the school principal or District Section 504 Compliance Officer; and
10. request mediation and/or request an impartial due process hearing related to decisions or actions regarding your child's identification, evaluation, or placement. You and your child may take part in the hearing and be represented by counsel. You have the right to have any decision made at a hearing reviewed.
11. obtain information about procedures governing mediation, due process hearings, and appeals.

Requests for mediation or a due process hearing and requests for further information about procedures governing mediation, due process hearings, and appeals should be made to the Clerk of the School Board , 1450 N. E. Second Avenue, Suite 268B, Miami, Florida 33132, Fax: 305.995.1448. As an alternative, you may file a grievance with the District Section 504 Compliance Officer, 1501 Biscayne Blvd., Room 407, Miami, Florida 33132, Phone: 305.995.2037, Fax: 305.995.1760.

If you have a grievance based upon a record of a disability or the fact that school personnel are treating your nondisabled child as disabled, or you have a complaint of discrimination or harassment that does not relate to the identification, eligibility, evaluation or educational placement of your child, you have the right to file a local grievance with the District in accordance with its grievance procedures. A complaint may be made to the Office of Civil Rights, 155 NE 15th St. Suite P104 E., Miami, Florida 33132, Phone: 305.995.1580, Fax: 305.995.2047.