

**Procedural Safeguards Available Under  
Section 504 of The Rehabilitation Act  
For Parents, Adult Students, Guardians and Surrogate Parents  
The School District of Calhoun County, Florida**

Based on Section 504 of the Rehabilitation Act, you have the following rights:

**Consent**

(1) Right to give consent before a pre-placement evaluation is conducted; (2) Right to have the evaluation made by a multi-disciplinary team; (3) Right to have appropriate tests administered by qualified evaluators; (4) Right to have the evaluation conducted in the student's native language or mode of communication; and (5) Right for eligible students to have a periodic reevaluation.

**Notice**

(1) Right to have notice of proposed action in native language and explanation of options considered; (2) Right to receive notice of all placement meetings; (3) Right to be present at all placement meetings; and (4) At age 18, the eligible 504 student is considered an adult student in accordance with federal and state rules and is treated as such.

**Hearings**

(1) Right to request local mediation and/or an impartial due process hearing if you disagree with the school district's proposal or refusal regarding the identification, evaluation, placement or free appropriate public education of the student. Mediation will be offered by the district prior to the hearing, but mediation will not deny the parent's right to a timely hearing; (2) Right to be advised and accompanied at the hearing by legal counsel; (3) Right to receive information about free and low cost legal services; and (4) Right to appeal the decision of the hearing officer if made within thirty days of the decision.

**Least Restrictive Environment**

(1) Right to have the student educated with non-handicapped students to the maximum extent appropriate; (2) Right to have the student removed from the regular education environment only after supplementary aids and services were tried and found to be unsatisfactory; (3) Right to have placement in the school the student would attend if non-handicapped, as close to home as possible; (4) Right to have the student participate with non-handicapped students in non-academic and extra-curricular services and activities such as meals, recess, counseling, clubs, athletics and special interest groups; and (5) Right to have the student's educational placement reviewed and as appropriate, revised, at least annually.

**Records**

(1) Right to inspect and review records; (2) Right to have a representative, appointed by you, review the records; (3) Right to receive copies of records; (4) Right to be informed of all types and locations of records being collected, maintained, or used by the district, concerning the student; (5) Right to ask for an amendment of any record if it is inaccurate, misleading or violates privacy rights; (6) Right to a hearing if the district refuses to amend the record; (7) Right to request reasonable explanation and interpretation of records; and (8) Right to restrict access to the student's records by withholding consent to disclose records.