



## School Services Parent Guide to Section 504 of the Rehabilitation Act

### What is Section 504 of the Rehabilitation Act?

Section 504 of the Rehabilitation Act is a civil rights law that was created to protect individuals with disabilities from discrimination or exclusion from participation in programs or activities that are federally funded. In schools it is known as a 504 plan. The 504 plan is a formal document that allows schools to provide accommodation for students that have a disability that limits their ability to participate in school the same way as their peers. The disability can be temporary or chronic in nature. A formal evaluation is not required for the creation of a 504 plan.

### How can Section 504 benefit my Child?

Section 504 allows you to create an agreed upon plan for your child with their school that will give him/her full access to the school campus and any school sponsored events, this includes field trips.

What is the difference between Section 504 and Special Education?

#### Special Education

#### Section 504

How does your child qualify?	Must have a formal test to qualify	Does not need a formal test to qualify, only documentation of a disability
What qualifies you child?	Must have one of the 13 qualifying disabilities as stated in the law	Can qualify with any disability that significantly limits your child's
How long can my child receive these services?	Services can be provided until age 21 or when your child graduates from high school. Does not transfer to college	If they attend a school program that receives federal funding. Can receive some supports in college

### What are some accommodations that may be written in my child's plan?

Accommodations give your child access to the curriculum on grade level and ensure that your child can participate in school activities with their same age peers. Accommodations can be in a 504 plan or in your child's individual education plan (IEP).

## Academic

- Extra time to complete assignments
- Books on tape
- Opportunity to respond orally
- Keyboarding instead of handwriting
- Be provided with highlighted text
- Give work in smaller portions

## Behavior/Social Emotional

- Seat near teacher
- Opportunity to leave the class for cool down period
- Counseling services

- Short breaks
- Private signal if student is off task or needs to leave the room quickly

## Physical

- Bathroom breaks
- Water as often as needed
- Release from PE
- Elevator pass
- Assistance in the hallways
- Wear a scarf or a hat

## What if I disagree with the decision of the 504 committee?

Take the following steps to try and resolve your disagreement:

1. Place your disagreement in writing and submit it to the campus 504 coordinator and copy the principal.
2. Ask for a meeting to discuss your concerns with the school and to work toward a resolution.
3. If you are unable to work with the school, then contact the district 504 coordinator and give them your complaint in writing.
4. If the above escalation does not help you get to resolution with the school district then [you may want to file a complaint with The Office of Civil Rights \(OCR\) www.ed.gov/offices/OCR](http://www.ed.gov/offices/OCR).

## Where can I find more information on 504 plans?

Navigate Life Texas:

<https://www.navigatelifetexas.org/en/education-schools/section-504>

Understood.org:

<https://www.understood.org/en/school-learning/special-services/504-plan/what-is-a-504-plan>

Texas Education Agency

<https://tea.texas.gov/>

Office of Civil Rights

<https://www.hhs.gov/ocr/index.html>

If your child is a patient at Children's Health<sup>SM</sup> and you would like assistance with 504 plans, please contact The School Services Department.

## School Services Department

Children's Health

Dallas Campus: 214-456-7733

Plano Campus: 469-303-4418