Section 504 Parent Notification Letter

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Dear Parent or Guardian:

We would like to arrange a meeting with you to d L V F X V V \ R X U F K L O G ¶ V H G X F D W L R Q D O Q H H G V
L Q U H J D U G W R V H F W L R Q 5 0 4 R I W K H 5 H K D E L O L W D W L R Q $ F W . Z H Z R X O G O L N H W R
discuss:

- [ ] Referral
- Development of an initial 504 plan
- Evaluation results and educational progress
- Annual review to determine continued eligibility and accommodations
- Review and/or revision to the annual plan
- Manifest determination
- Other:

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appreciate your participation.

Date:

Time:

Location:

I am also attaching a copy of your parent rights in regards to section 504. Please do not hesitate to contact me if you have any questions or concerns.

Sincerely,

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Copies to:

Cumulative file Parent or guardian Teacher(s)