

**HEAD START/EARLY HEAD START
DISABILITIES POLICIES**

InclusionDS-1
Provisions of Special Education and Related ServicesDS-2

REGION 16 EDUCATION SERVICE CENTER
Head Start/Early Head Start

Subject:	Inclusion	Section:	Disabilities
Program:	Head Start and Early Head Start	Date Revised:	March 27, 2018
Policy Council Approval:	May 2, 2018		

Regulation Reference: 45 CFR Part(s): 1302.60; 1302.61; 1302.62

Policy:

To the greatest extent possible, children with disabilities will be included in the full range of activities and services normally provided to all Head Start/Early Head Start children by making necessary modifications to meet the child's special needs.

Procedure:

1. When a child with a disability enters the Head Start/Early Head Start program, or an enrolled child is determined to have a disability, the Education Specialist will review documentation related to the child's disability.
2. The Education Specialist may consult with the assessment personnel and other service providers who are currently working with the child to determine needs and strengths.
3. The Education Specialist may assist the school district(s) or childcare centers in making any modifications necessary to facilitate ongoing inclusion. Modifications may include barrier removal, or purchase of adaptive equipment and materials.
4. The Education Specialist will make classroom visits to monitor ongoing needs and provide consultation to the classroom staff.
5. Parental involvement and awareness will be facilitated through individual consultations, or Early Head Start Individualized Family Service Plan meetings. The parents may be given information regarding community resources.

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Regulation Reference: 45 CFR Part(s): 1302.63(a)(b)

Policy:

The Grantee or delegate agency must arrange for, provide, or procure services which may include, but are not limited to special education and their related services.

Procedure for Regional:

1. As soon as needs are suspected and documentation can be obtained, children will be referred for services.
2. Children with an educational need will be referred to the LEA for special education/related services. Should they not meet the qualifications for Special Education, but a need for services is apparent and has to be documented, services will be obtained from a private provider.
3. Children with non-educational needs for related services will be referred to private providers.

Procedure for Cleveland and Nelson:

1. Principal/Director or designee meets with parents to discuss need for referral to the district for Special Education assessment. At this meeting, Principal/Director or designee will assist parent in locating "home school" and the process for beginning an evaluation. Principal/Director or designee will obtain signed Release of Information (HS.09) by the parent for follow up between Head Start/Early Head Start and LEA.
2. If the parent is not interested in services at this time Principal/Director will note in Child Plus under disability.