

Your School/District _____

SpEd 9 04.08

Your City _____

Written Prior Notice of Refusal to take an Action

Written notice must be provided before each proposal to initiate or refusal to initiate or change the identification, evaluation, educational placement of the student, or to provide a free appropriate public education.

To: _____

Student: _____

Date Sent

School: _____

The following action is refused:

Identification: _____

Evaluation: _____

Placement: _____

Other elements of FAPE: _____

Why action was refused:

Before refusing to take the action(s), the following alternatives were considered:

Options considered	Why Rejected

Evaluation procedures, tests, records, or reports used as a basis for the refused action:

Other factors relevant to the refusal:

The parents of a child with a disability/adult student are/is protected under the Procedural Safeguards of the Individuals with Disability Education Act (IDEA). A copy of the Procedural Safeguards is sent with this form.

If you need assistance in understanding this document, please call:

_____ or _____
Charter School Telephone

Notice in Understandable Language:

Federal regulations require that parents and adult students be provided prior notice in their native language or other mode of communication each time the LEA proposes or refuses to initiate or change the identification, evaluation, or educational placement of your child/you or the provision of a free appropriate public education (FAPE) to your child/you, or upon conducting a manifestation determination.

If the native language or other mode of communication of the parent/adult student is not a written language:

- ☐ The notice was translated orally or by other means to the parent/adult student in his/her native language or other mode of communication on: _____ by: _____
- ☐ Parent/adult student verify to the translator that he/she understands the content of this notice.

Signature of Interpreter, if used

Date

Copy to Parent/Adult student and to file

Note: Prior Written Notice for Actions Proposed is embedded in all forms documenting actions for which it is required. It is not necessary to use this form in addition.