

Appendix H – Section 504 of the Rehabilitation Act of 1973

The **Compliance Plan** serves students, parents, employees, and applicants for employment, patrons, and programs within the LAFAYETTE SCHOOL CORPORATION, hereinafter referred to as LSC.

1. LSC assures students, parents, employees, applicants for employment, and patrons that it will not discriminate against any individual.
2. For questions pertaining to Section 504 compliance, please contact your student's building administrator.
3. Parents are provided procedural safeguards, which are included in the "Notice of Disabled or Who Are Believed To Be Disabled."
4. An impartial due process hearing and review (appeal) are provided upon request. Procedures are detailed in the "Notice of Parent/Student Rights In Identification, Evaluation, and Placement of Individuals Who Are Disabled or Who Are Believed To Be Disabled."
5. Notice to students, parents, employees, and general public of non-discrimination assurances and parent/student rights in identification, evaluation, and placement will be disseminated annually in the following manner:
 - a) Public service announcement in local newspapers;
 - b) Announcement in local school systems; and,
 - c) Posted notice in each public school building.

Additionally, the notice will be included in the professional handbook and disseminated to each principal for inclusion in each student/parent handbook.

6. LSC has established the following local grievance procedure to resolve complaints of discrimination (*These procedures parallel those outlined in The Family Educational Rights and Privacy Act [FERPA].*):
 - a) An alleged grievance under Section 504 must be filed in writing fully setting out the circumstances giving rise to such grievance.
 - b) Such claims must be made in writing and filed with your student's building administrator.
 - c) A hearing will be conducted according to the procedures outlined in the regulations implementing the Family Educational Rights and Privacy Act (FERPA).
 - d) The Section 504 Coordinator will appoint a hearing officer who will conduct the hearing within a reasonable time after the request was received.
 - e) The Section 504 Coordinator shall give the parent, student, employee, applicant, or patron reasonable advance notice of the date, time, and place of the hearing.
 - f) The hearing may be conducted by any individual, including an official of the local school district, who does not have a direct interest in the outcome of the hearing.
 - g) The local school district shall give the parent, student, employee, applicant, or patron full and fair opportunity to present evidence relevant to the issues raised. The grievant may, at their own expense, be assisted or represented by individuals of his or her choice, including an attorney.
 - h) The local school district shall make its decision in writing within fifteen (15) days after the hearing.
 - i) The decision must be based solely on the evidence presented at the hearing and shall include a summary of the evidence and reasons for the decision.
7. LSC will conduct an extensive annual "Child Find" campaign with the goal to locate and identify all Section 504 qualified individuals with disabilities (ages 0 to 21) who reside within the participating school districts.

8. LSC will inform all individuals with disabilities and their parents or guardians of the district's responsibilities and procedural safeguards under Section 504, as well as those under Indiana Article 7-- Special Education Regulations and the Individuals with Disabilities Education Act (IDEA) of 1997.
9. LSC will seek to identify individuals with disabilities in our community that wish to receive access to our facilities, activities, programs, and services.
10. LSC will notify the community of our responsibilities according to the Americans with Disabilities Act (ADA) with regard to recruitment, advertisement, application, and employment.