



Parent Input/Parent Education Concerns
for IEP/504 Meetings Form

Directions

You know your child best!

Parents are supposed to be given the opportunity for meaningful participation in their child's IEP/504 Plan but it is not always easy to know

- (1) what information should be provided to your child's school and
- (2) to know how to participate in meetings/your child's IEP or 504 Plan.

To help you provide information to the school that can help your child:

- 1. Fill out the *Parent Input/Parent Educational Concerns for IEP/504 Form (Form)* on the computer or in writing after you print it out.**
- 2. Save the Form to your computer and send it to your child's special education teacher (for IEPs) or the school 504 Liaison (for 504s) as an attachment via mail or fill out the printed Form and provide to the Teacher/Liaison in-person a few days before the Meeting. Turning it in as early as possible will allow the Teacher/Liaison can review it and consider your input in the IEP/504 Draft. If you cannot send it ahead of time, bring the Form into your meeting.**
- 3. Ask to have your Form attached to your child's IEP or 504 in your child's file and electronically in the school information system in your email or when you bring it into school.**
- 4. Bring a copy of your Form to the Meeting.**
- 5. Ask to read your Form at your IEP/504 Meeting, make the meeting participants read your at the Meeting silently if you don't want to read it out loud, or ask if the school team has been made aware of the information in your Form.**
- 6. Ensure your school staff at the Meeting discusses/addresses your input at the Meeting and in your child's IEP/504.**