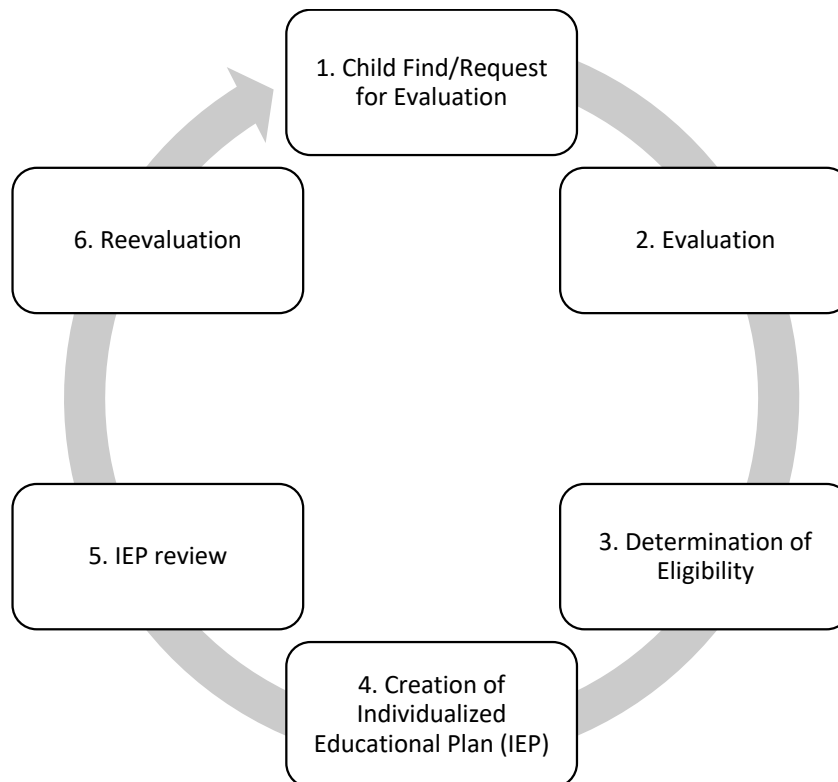


## Timeline for Special Education: Evaluation to Implementation

It takes a village to raise a child. It also takes a specific, time-sensitive process to educate that child. Here is a brief overview of the terms and timelines REQUIRED to evaluate a child for special education and get the program started.



1. A concerned teacher, or an instinctive parent, requests **in writing** that a child be evaluated for special education placement. The request must be responded to **within 14 days**. The evaluation must be completed **within 60 days** of parental consent.
2. A comprehensive evaluation includes, but is not limited to, observations of the child by school personnel academically and socially. Parental evaluations are a key component of this process as well.
3. A meeting of all parties is held to determine whether or not the child is in need of special education. A key factor is whether the environment, a regular/typical classroom versus a structured classroom, is appropriate for the child's education.
4. If qualified for special education services, an IEP must be written **within 30 days** of the eligibility meeting. Often, these two meetings are combined.