



**South Bronx Classical Charter School V
504 Policy**

Section 504 of the Rehabilitation Act of 1973 ("Section 504") prohibits discrimination on the basis of disability and requires schools to provide eligible students with accommodations and related supports necessary to ensure equal access to educational programs and activities.

Identification, Referral, Evaluation, and Reevaluation

South Bronx Classical Charter School V will identify students who may be eligible for protections and supports under Section 504 through referrals from parents/guardians, teachers, counselors, administrators, or other staff members. Any individual who suspects that a student may have a disability impacting a major life activity may initiate a scholar services team referral.

Upon receiving the referral, the school will evaluate the student using a variety of sources, which may include academic records, classroom performance, teacher input, medical documentation (if provided), and other relevant data from informal interventions. The school will obtain parent/guardian consent prior to initial evaluation. Eligibility determinations will be made by the Section 504 Team based on whether the student has a physical or mental impairment that substantially limits one or more major life activities. Students with an active Section 504 Plan will be reevaluated periodically, and at least every three years, or sooner if requested by the parent/guardian or school staff, to determine continued eligibility and the need for revisions.

Section 504 Team and Placement Procedures

The Section 504 Team is responsible for evaluating eligibility, determining appropriate accommodations, and developing and reviewing Section 504 Plans. The Team includes individuals knowledgeable about the student, the meaning of evaluation data, and placement options. This may include school administrators, the Director of Scholar Services (or designee), teachers, counselors, and other relevant staff, as appropriate.

Placement decisions are made by the Section 504 Team and are based on evaluation data, ensuring that eligible students are educated in the least restrictive environment with appropriate accommodations to provide equal access to school programs.

Coordination of Section 504 Compliance

The Director of Scholar Services serves as the Section 504 Coordinator and is responsible for overseeing compliance with Section 504, coordinating evaluations and meetings, maintaining records, and ensuring implementation of Section 504 Plans.

Procedural Safeguards

The school provides parents/guardians with procedural safeguards designed to ensure fair and timely resolution of concerns. These include:

- Written notice of identification, evaluation, placement, or changes in services;
- Access to review and obtain copies of educational records consistent with applicable law;
- The right to an impartial hearing to challenge identification, evaluation, or placement decisions;
- The right to appeal decisions resulting from a hearing; and
- Access to a prompt and equitable internal complaint resolution process.

Parents/guardians will be informed of these rights at least annually and upon initial identification or denial of services under Section 504.

Non-Discrimination and Compliance

The school prohibits discrimination on the basis of disability in accordance with Section 504 and applicable federal regulations (34 C.F.R. § 104 et seq.). Concerns regarding Section 504 compliance may be directed to the Section 504 Coordinator.