

Mansfield Public Schools

Referral to Determine Eligibility for Special Education and Related Services

Document intended for internal use only—data must be entered in CT-SEDS

School: _____

Student Name: _____

_____ Date Received: (District Use ONLY)

SASID: _____

Date of Birth: _____

Parent/Guardian Name: _____

Mailing Address: _____

Language: _____

Primary Phone: _____ **Secondary Phone:** _____

Email Address: _____

REFERRAL DETAILS

Referred By: _____

1. AREAS OF CONCERN

The following major area(s) of concern have been identified for the student.

A. Specific Concerns

B. Alternative Strategies Attempted and Outcome

2. SPECIAL SERVICES HISTORY

Are you aware of any special services provided for this child now or in the past?

3. OTHER RELEVANT INFORMATION

*Please note: The special education referral date immediately affords the student and parent(s) all special education procedural safeguards. This referral also "starts the clock" with respect to the timelines specified in RCSA 10-76d- 13(a)(1) and (2) which provide that "(1) The individualized education program shall be implemented within forty-five days of referral or notice, exclusive of the time required to obtain parental consent. (2) In the case of a child whose individualized education program calls for out-of-district or private placement, the individualized education program shall be implemented within sixty days of referral or notice, exclusive of the time required to obtain parental consent." If a parent communicates in writing directly with a staff member that they wish to refer their child for an evaluation to determine the child's eligibility for special education services, the date the staff member receives this written communication constitutes the date of referral. If a parent communicates verbally with a staff member that they wish to refer their child for an evaluation to determine the child's eligibility for special education services, the staff member should provide the parent with a copy of this referral form and, when necessary, assist the parent in completing this form. It should be understood that, in all instances, this is a referral for an evaluation to determine eligibility for special education services. Actual eligibility for special education services is determined by the PPT only after an evaluation has been completed.