



## **SECTION 504 PARENT RIGHTS**

Section 504 says schools must give students with disabilities the same educational benefits and opportunities as those given to nondisabled students. Under 504 eligible students and their parents have the following rights:

1. WCS must give you a written copy of your rights. If you need to know more about your rights, ask your school 504 Coordinator or the District 504 Specialist.
2. Your child has the right to an appropriate education designed to meet his/her educational needs as well as the needs of non-disabled students are met.
3. Your child has the right to free educational services except for costs that must be paid by all students.
4. Your child has the right to be educated with children who are not disabled. Your child will be in the general education class, unless his/her educational needs cannot be met even with the use of supplementary aids and services.
5. Your child has the right to services, facilities and activities comparable to those provided to non-disabled students.
6. WCS must evaluate your child before deciding placement or services under 504. Your child must be evaluated again each time WCS wants to change the placement.
7. WCS will use information from a variety of sources to make decisions about your child.
8. Decisions regarding your child must be made by the 504 Committee. You are part of this committee.
9. Students getting 504 services will be reevaluated at least every three years.
10. WCS must have your written permission before doing an initial assessment.
11. You have the right to an impartial due to process hearing if you disagree with WCS about your child's identification, evaluation, or placement under 504. You have the right to participate personally at the hearing, and to hire a lawyer, if you wish.

1320 West Main Street Suite 202  
Franklin, Tennessee 37064-3700  
Phone (615) – 472-4130  
Fax (615) – 595-4930  
Website: <http://www.wcs.edu>



12. If you disagree with other issues besides your child's identification evaluation, or placement, you have a right to complain to the WCS Student Support Service 504 Specialist.
13. You have a right to file a complaint with the Office for Civil Rights (OCR) of the United States Department of Education. The address of the OCR Regional Office responsible for Tennessee is United States Department of Education, Office for Civil Rights-Atlanta Office, Southern Division, 61 Forsythe Street, SW, Suite 79T70, Atlanta, GA 30303.
14. If you want a due process hearing, you must submit your written or verbal request to Whitney Kovach, Student Support Services 504 Specialist, Williamson County Schools, 1320 West Main Street, Franklin, TN 37064, (615) 472-4147. A date will be set for the hearing and an impartial hearing officer will be appointed. You will be told in writing of the hearing date, time, and place.
15. If you disagree with the decision of the hearing officer, you have the right to have the closest federal district court review that decision.

You have rights regarding your child's educational records under the Family Educational Rights and Privacy Act (FERPA). FERPA gives the parent or guardian the right to:

- Inspect and review his/her child's educational record,
- Make copies of these records,
- Receive a list of all individuals having access to those records,
- Ask for an explanation of any item in the record,
- Ask for an amendment to any report on the grounds that it is inaccurate, misleading or violated the child's rights,
- A hearing on the issues if the school refuses to make the amendment.

This Notice of Rights was received by:

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

They were provided by:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Questions? Contact the Student Support Services 504 Specialist at 615-472-4147.