

The Section 504 Process in PGCPS

Section 504 evaluations and plan development (if eligible) are completed by school-based 504 Teams. If you would like your child evaluated for eligibility under Section 504, you must contact the Professional School Counselor and/or Administrator.

Prince George's County families who are seeking a Section 504 evaluation for students currently enrolled in private or parochial schools must contact the Office of 504 Services. The referral will be forwarded to the home, boundary school where the evaluation will be conducted.

- ⇒ Referral
- ⇒ Eligibility (re-evaluations completed every 3 years)
- ⇒ Plan Development
- ⇒ Monitoring (review plan every year)
- ⇒ Re-Evaluations (completed every three years)



Prince George's County
Public Schools
<https://www.pgcps.org/>

Department of Student
Services
Office of 504 Services

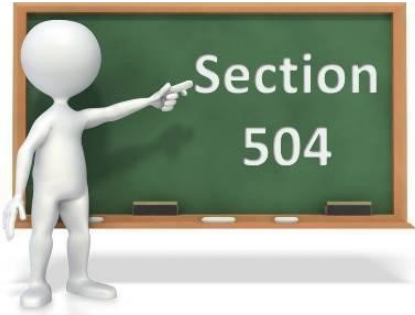
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What is Section 504

Section 504 is a Federal law that prohibits disability discrimination by recipients of Federal financial assistance. All public schools and school districts, as well as all public charter schools and magnet schools, that receive Federal financial assistance from the Department of Education must comply with Section 504.

The Office of 504 Services

The Office of 504 Services monitors the implementation, evaluation, and provision of services to students with disabilities under Section 504 of the Rehabilitation Act. We provide assistance and support to schools and help to resolve parent grievances that cannot be settled at the school level.

Disability Under Section 504

An individual with a disability under Section 504 is defined as a person who:

- has a physical or mental impairment; *or*
- has a record of such an impairment; *or*
- is regarded as having such an impairment;

that substantially limits at least one major life activity or major bodily function.

The determination of eligibility is made on a case by case basis .

Section 504 Evaluations

Under Section 504, formalized testing is not always required. Schools must consider a variety of sources. A single source of information (such as a doc-

tor's report) cannot be the only information considered. Schools must be able to assure that all information submitted is documented and considered.

Terminology

Impairment as used in Section 504 may include any long-term illness, disability, or disorder that substantially reduces or lessens a student's ability to access the educational setting.

Substantial Limitations should be measured in comparison to same-aged, non-disabled peers without the use of mitigating measures (*i.e., medication, behavior modifications, accommodations*)

Major Life Activities/Major Bodily Functions include but are not limited to seeing, walking, self-care, manual tasks, or concentration.

PGCPS Mission Statement

"To provide a great education that empowers all students and contributes to thriving communities."

