

**VASHON ISLAND SCHOOL DISTRICT  
504 PLAN**

Student Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Birth date: \_\_\_\_\_ Grade: \_\_\_\_\_ School: \_\_\_\_\_

**Section 504 Plan**

1. Specific services, modifications, and/or accommodations and the staff who are responsible for implementing them:

2. Student responsibilities:

3. Parent/guardian responsibilities:

4. Other accommodations and related aids and services that will be provided to the student and individuals responsible for providing and/or arranging for them:

5. Date for 504 Plan Review: \_\_\_\_/\_\_\_\_/\_\_\_\_

**(The building 504 coordinator or designee will be responsible for scheduling and assembling staff needed to conduct this review.)**

**NOTE:** Provide a copy of Section 504 Plan to parent(s)/guardian and to all individuals responsible for implementing the plan.

Student Name: \_\_\_\_\_ Today's Date \_\_\_\_\_

6. 504 Team signatures:

<b>Name:</b>	<b>Title:</b>	<b>Date:</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

7. Parent/Guardian statements:

\_\_\_\_\_ I received a written notice of my rights under Section 504.

\_\_\_\_\_ I received notice of the Section 504 evaluation and accommodation plan meeting.

\_\_\_\_\_ I agree with the Section 504 plan as written.

\_\_\_\_\_ I understand that, if I disagree with the content of this plan, I have the right to ask for a review by the Director of Student Services. I also understand that I have the right to ask for a due process hearing by filing a written request with the school principal, building 504 coordinator or designee.

Parent/Guardian: \_\_\_\_\_ Signature Date: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_ Signature Date: \_\_\_\_\_

- File this original 504 Accommodation Plan with the district Office 504 Coordinator. A copy must be placed in the student's Section 504 file maintained at the school. The school the child is attending must have a copy of the current Section 504 Plan maintained separate from the Student's cumulative file.
- If this plan is no longer needed by the student it must be officially terminated by a 504-evaluation committee. Have the committee convene, complete a Section 504 Termination Form and attach the completed form to the front of this Section 504 Accommodation Plan. Note: A student can only be terminated from services based on a reevaluation.
- Terminated 504 Accommodation Plans are filed with the District Office 504 Coordinator.