

Below is an example of what the Prior Written Notice Form contains:

ACTION(S)
PROPOSED/REFUSED

(District Name) is providing notice of the following:

- | | | |
|---|--|--|
| 1. | 2. | 3. |
| <input checked="" type="checkbox"/> The District is Proposing to: | <input checked="" type="checkbox"/> initiate | <input type="checkbox"/> identification/eligibility |
| <input type="checkbox"/> The District is Refusing to: | <input type="checkbox"/> change | <input checked="" type="checkbox"/> an evaluation |
| | | <input type="checkbox"/> an educational placement |
| | | <input type="checkbox"/> the provision of FAPE (IEP) |

DESCRIPTION / REASON

Description/Reason of the proposed or refused action:

Description is entered here

The reason for proposing or refusing to take action is:

Reason is entered here

Description (including the date) of each evaluation procedure, assessment, record, or written report the school district used as a basis for the proposed/refused action:

Evaluation data is entered here

Date this action will take effect

Ex: 09/18/2022

Other options the PPT considered and rejected

- Instruction in the general education environment with supplementary aids and services
- No other options were considered and rejected
- Other

Reason for rejecting other options

- The student would not receive an appropriate program in the least restrictive environment.
- Other

Other factors that are relevant to this action

- There are no other factors that are relevant to the PPT decision
- Other

PLEASE NOTE:

Parents have a right to disagree with what is being proposed or refused by the district and may access the due process options described in the procedural safeguards of the IDEA. A copy of the procedural safeguards can be obtained by contacting CSDE Team at 777-888-9999 or emailtest@email.com. This notice must be provided in the native language of the parent or other mode of communication used by the parent unless it is clearly not feasible to do so. For assistance with understanding the provisions of the IDEA, please contact the district's special education director or the state's Parent Training and Information Center: Connecticut Parent Advocacy Center (CPAC) at 860-739-3089 or 1- 800-445-2722; E-mail: cpac@cpacinc.org

This notice was:

- provided to the Parent at the PPT meeting
- hand delivered
- mailed
- e-mailed
- sent electronically to the parent portal