

## ABBREVIATED SCHOOL DAY NOTICE AND ACKNOWLEDGEMENT NOTICE TO PARENT/GUARDIAN OR FOSTER PARENT

Oregon law requires that if a student is placed on an abbreviated (shortened) school day program, then school districts must provide parents/guardians or foster parents with the notice below and also obtain a signed parent/guardian or foster parent acknowledgement of receiving the notice. This must occur at least once per term.

Notice is hereby given that the school district's responsibilities include the following:

The school district may not unilaterally place<sup>1</sup> a student on an abbreviated (shortened) school day program<sup>2</sup>, regardless of the age of the student.

A school district may provide an abbreviated school day program to a student with an individualized education program ("IEP") only if the student's IEP team takes all of the following actions:

- Determines that the student should be placed on an abbreviated school day program based on the student's needs;
- Provides the student's parents/guardians with an opportunity to meaningfully participate in a meeting to discuss the placement;
- Documents in the IEP the reasons why the student was placed on an abbreviated school day; and
- Documents that the team considered at least one option that includes appropriate supports for the student and that could enable the student to access the same number of hours of instruction or educational services that are provided to students who are in the same grade within the same school.

Additional required actions relating specifically to foster youth<sup>3</sup> include:

- The opportunity for the student's foster parent to meaningfully participate in a meeting to discuss the placement, including the reasonable opportunity to physically attend the meeting at which the abbreviated school day program is discussed;
- A statement must accompany this form that summarizes the documentation that the team considered at least one option that includes appropriate supports for the student and that could enable the student to access the same number of hours of instruction or educational services that are provided to students who are in the same grade within the same school

Each student has a presumptive right to receive the same number of hours of instruction or educational services as other students who are in the same grade within the same school.

For parents/guardians or foster parents of students with IEPs, parents/guardians or foster parents have the right to request, at any time, a meeting of the IEP team to determine whether the student should no longer be placed on an abbreviated school day program.

### ACKNOWLEDGEMENT

I have received the information described above regarding the school district's obligations surrounding abbreviated (shortened) school day programs. I am also aware of my student's presumptive right to receive the same number of hours of instruction or educational services as other students who are in the same grade within the same school.

Parent/Guardian or Foster Parent Printed Name: \_\_\_\_\_

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

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<sup>1</sup> "Unilaterally place" means a placement by a school district without the consent of the student's parent, or, if the student is a foster youth, without the consent of the student's foster parent and, if the student has a surrogate as defined in ORS 419A.004, the consent of the surrogate.

<sup>2</sup> "Abbreviated school day program" means an education program in which a school district restricts a student's access to hours of instruction or educational services; and that results in a student having an abbreviated school day for more than 10 school days per school year.

<sup>3</sup> "Foster youth" means a child or ward who is in the legal custody of the Department of Human Services as provided in ORS 418.015 or 419B.337 and who has been placed in substitute care.