



# PRIOR NOTICE AND CONSENT FOR INITIAL PROVISION OF SPECIAL EDUCATION SERVICES

Dear \_\_\_\_\_

Date: \_\_\_\_\_

The team has found \_\_\_\_\_ eligible to receive special education services.

These services are described in the individualized education program (IEP), dated \_\_\_\_\_ for your child.

**The proposed provision of special education services are recommended because:**

**The proposed provision of special education services are based on the following evaluation procedures, tests, records, and reports.**

**Other options considered were:**

**We decided against these options because:**

**Other factors considered were:**

Sincerely,

Name/Title \_\_\_\_\_

Phone \_\_\_\_\_

If this action includes release of student educational records requiring parent consent, the "Records Release Form(s)" identifies the records to be released, and to whom; see Record Release dated: \_\_\_\_\_

Parents of a child with a disability have protection under procedural safeguards. For a copy of the procedural safeguards or for assistance in understanding this information you may contact:

NAME	TITLE	PHONE
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## Consent for Initial Provision of Special Education Services

- ☐ I give my permission for initial provision of special education services as described above. I understand my consent is voluntary and may be revoked for any reason before special education services begin.
- ☐ I refuse consent for initial provision of special education services for my child. I understand that my child will be treated as a child without a disability and not entitled to the procedural safeguards for children with disabilities.

\_\_\_\_\_  
Signature (Parent/Guardian/Surrogate Parent or Adult Student)

\_\_\_\_\_  
(mm/dd/yy)

Please return this form to:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

## PRIOR NOTICE AND CONSENT FOR INITIAL PROVISION OF SPECIAL EDUCATION SERVICES

### This form is used to:

- Obtain and document parent consent (or refusal) for initial provision of special education services; and
- Provide written notice when initial placement into special education is proposed.
- Citations: 20 USC § 1414 and 1415(b); 34 CFR 300.300, 300.302 and 300.503; OAR 581-015-2090, 2095 and 2310.

### Directions

1. Enter the month, day, and year the form is completed.
2. Enter the name of the parent, guardian, or surrogate parent.
3. Enter the student's name, and the date of the IEP describing initial provision of special education services.  
**Note:** If the parent is refusing to participate in the development of an initial IEP and the district has decided not to develop an IEP without the parent, the district may instead write a statement that the parent "has been given an explanation of what special education and related services are and the types of services that might be found to be needed" for the child. 21 Fed Reg 46634 (August 14, 2006)
4. Explain why initial provision of special education services are being proposed.
5. List the evaluation procedures, tests, records, and reports that provide the basis for the initial provision of special education services.
6. Describe other options considered in taking this action.
7. Explain why the options were rejected.
8. Describe any other factors that contributed to the decision to provide initial special education services to the student.
9. Enter the name, title, and phone number of the person to contact to obtain a copy of *Procedural Safeguards*.
10. Ask the parent to check the appropriate box and sign and date the form.  
**Note:** If the parent signs refusal or refuses to respond in writing at all, document the district's reasonable attempts to get parent consent, such as detailed records of phone calls, correspondence (including emails), meetings, home visits, etc. If a parent does not give written consent, the district may not begin providing special education services to the student.
11. If the action includes release of records requiring parent consent, attach "Records Release Form(s)" that identifies the records to be released, and to whom. Enter the date of the release form on the consent form as a cross-reference.