



PRIOR NOTICE OF SPECIAL EDUCATION ACTION

Dear: _____,

DATE: _____

This notice informs you of the following action:

which is a ☐ **proposal** or ☐ **refusal** to ☐ **initiate** or ☐ **change**

the following aspect of _____'s special education:

- ☐ Identification
- ☐ Placement (other than initial placement)
- ☐ Provision of a free, appropriate public education (includes IEP)

This action is proposed because:

This action is based on the following evaluation procedures, tests, records or reports:

Other options we considered were:

We rejected these options because:

Any other factors considered by the team:

Sincerely,

Name/Title _____

Phone _____

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