



## Special Education Process Guides

# Referral

### Meeting Overview:

- The Individualized Education Program (IEP) team will:
  - Identify the referral source and date of referral.
  - Review existing assessment information.
  - Discuss and record your child's strengths in academics (reading, writing and math) and functional skills (daily living, social/behavioral and communication skills).
  - Review and record existing information about your child (including local and state assessments, past and current grades, interventions, parent-provided formal evaluation results, home information, observation data, and any additional information including the results of vision and hearing screenings).
  - Review and record additional assessment information.
  - Discuss and record concerns related to academic, behavioral and/or functional needs.
  - Discuss and record area(s) of suspected disability.
  - Consider all existing data reviewed to decide how to move forward.

### Information parents are asked to share at a referral meeting...

#### Strengths...

- What are your child's strengths in reading, math and written language?
- What are your child's strengths in daily living skills at home and in the community?
- What are your child's behavioral/social skill strengths?
- What are your child's study/work skill strengths?
- What are your child's communication skill strengths? Does your child communicate effectively with children in the community? Family members?
- What are your child's motor skill strengths (gross/fine motor)? Does your child play sports? Enjoy art?
- What can your child do independently?

#### Reason(s) for Referral/Areas of Concern...

- What are your child's areas of need? What about your child's performance at school concerns you?
- Is your child having problems in reading? Writing? Spelling?
- Is your child having trouble in math? Basic math concepts? Problem solving?
- Is your child having trouble with behavior/social skills? Having problems with peers?
- Is your child having health/medical problems that are affecting school performance?
- Is your child having trouble communicating?
- Is your child having trouble with motor skills?
- Is your child having trouble studying or getting work done?
- Is your child unable to take care of basic needs for daily living - feeding, toileting, dressing?
- Do you have other concerns about your child's performance at school?

#### Results of Outside/Previous Evaluations...

- Any information you have from previous or outside evaluations that would help the IEP team more fully understand your child's strengths and needs can be shared with the team. Please provide in advance of the meeting if at all possible.