

**SCHOOL ADMISSION:
SCREENING OF NEW STUDENTS AND CERTAIN RETURNING STUDENTS**

1. PURPOSE

Town of Webb Union Free School may screen students to determine those pupils who may possibly have a disability, or those who may possibly be gifted.

2. WHO SHALL BE SCREENED

2.1 All out of state entrants must be screened. NYS entrants do not need to be screened if their records can be secured from their previous school. Kindergarten students shall be screened as soon as possible after school begins in September.

2.2 All students who score below the statutory requirements on New York State Math and or ELA Assessments shall be referred.

2.3 All students, new or continuing, whose test scores, academic performance, and/or teacher's recommendation suggests that they may be gifted shall be screened.

3. INFORMATION REQUIRED

3.1 A physical examination in accordance with Education Law. Proof of immunizations is required by Public Health Law.

The student's physician or the school physician may administer physical exams.

3.2 Cognitive development shall be assessed using instruments appropriate to the child's age.

3.3 Language development and articulation skills will be assessed as needed by the speech therapist.

3.4 Motor development and skills will be measured by an occupational therapist, physical therapist, physical education teacher, or another qualified teacher.

3.5 All tests will be free of bias regarding race, sex, or religion.

3.6 All tests will be approved by the appropriate specialist, for example, the psychologist or speech therapist.

4. SCREENING NOTICES TO PARENTS

Parents of children to be screened shall receive information in advance regarding the purposes of screening, the areas to be screened, and the referral process. This information shall be communicated either verbally or in writing in the parents' primary language(s).

Parents have the right to request information regarding their child's performance during screening. They shall have access to the screening results, and may obtain copies upon request.

Information resulting from screening is a part of each child's educational record. Therefore, the Board of Education's policy and administrative regulations in accordance with the Family Educational Rights and Privacy Act of 1974, P.L. 93-380, shall apply to all information collected about a child through the screening program. Parents shall be informed in writing of their right to privacy, their right to access to the records, and their right to challenge those records should the parents believe information to be inaccurate, misleading, or otherwise inappropriate.

5. RESPONSIBILITY FOR SCREENING

The Principal shall be responsible for seeing that screening is carried out according to this policy.

6. EVALUATION OF SCREENING RESULTS

6.1 A committee composed of Guidance, Psychologist, and Principal will evaluate the results of the screening program. The committee shall, within 15 calendar days of the screening:

6.10 Refer a pupil who may have a disability to the Committee on Special Education.

6.11 Report a pupil identified as possibly gifted to the Superintendent of Schools.

6.12 Reports of screening results shall accompany all referrals.

7. REPORTING TO PARENTS

7.1 Parents of children referred to the Committee on Special Education as potentially disabled will be notified of the referral. Parents of possibly disabled students will be informed of their rights under Federal and State law at this time.

7.2 Parents of children identified as possibly gifted will receive a letter from the Superintendent of Schools notifying them of this finding.

7.3 In addition, any parent requesting information regarding the screening results shall receive a summary of their child's performance.

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