

David Douglas School District  
**Abbreviated School Day Program**  
**Parent/Student Notification**

Student Name: \_\_\_\_\_ Student # \_\_\_\_\_

School: \_\_\_\_\_ Term/Year: \_\_\_\_\_

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 only if the student's 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 with an opportunity to meaningfully participate in a meeting to discuss the placement;
- Documents 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

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 of students with IEPs, 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.

<sup>1</sup> "Unilaterally place" means a placement by a school district without the consent of the student's parent.

<sup>2</sup> "Abbreviated school day program" means an education program in which a school day 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.

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**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 Printed Name: \_\_\_\_\_

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