

## **Individuals with Disabilities Education Act**

Under the Individuals with Disabilities Education Act (IDEA), school districts must give parents of a child with a disability a copy of procedural safeguards one time a year. Additionally, a copy of procedural safeguards must be given to parents upon initial referral or parental request for an evaluation, upon filing a request for a due process hearing, upon a disciplinary action constituting a change in placement, and upon request of a parent. 20 U.S.C. § 1415(d)(1). A school district may post a copy of the procedural safeguards on its website. 20 U.S.C. § 1415(d)(1). The procedural safeguards notice must fully explain a number of procedural safeguards specified in the statute in the native language of the parents and be written in an easily understandable manner. 20 U.S.C. § 1415(d)(2).

Download the U.S. Department of Education's *Model Form: Procedural Safeguards Notice* at:

[http://idea.ed.gov/download/modelform3\\_Procedural\\_Safeguards\\_Notice.doc](http://idea.ed.gov/download/modelform3_Procedural_Safeguards_Notice.doc)