

**Newark Public Schools  
Section 504/ADA**

**Annual Publication of Notice to Parents/Guardians  
Policy of Nondiscrimination on the Basis of Disability in  
Programs and Activities**

Dear Parent or Guardian:

Children who have substantial limitations of one or more life functions may be entitled to special services in school under Section 504 of the Rehabilitation Act, the Americans with Disabilities Act and various State and City laws. These laws protect the rights of students with special needs who might have difficulty attending school or participating in regular school activities without related aids of modification to employment terms. For example, students with vision or hearing impairments might be seated near the blackboard; students with hearing impairments might be accommodated with special materials; students with visual impairments might be provided with enlarged photocopies of hand-outs.

Find out if your child qualifies for Section 504/ADA services:

1. Contact the school principal or the Newark Public School District Superintendent's Designee for Section 504/ADA – Dr. Larry Ashley, Associate Superintendent, (973) 733-6517. Give your child's name, school and class. Describe your child's special needs, what kind of help he or she needs and how often. Information about your child is confidential.
2. You will be told the steps you must take to document your child's special needs.
3. Once you provide the necessary information, and after further investigation and assessment, a decision will be made about whether your child qualified for Section 504/ADA services. You will be asked to participate in the assessment(s) and determination of eligibility. You will be informed of the decision within 30 days of the determination.
4. If your child is eligible for Section 504/ADA Services, an Individual Accommodation Plan will be developed in order to document the services, which needs to be provided.
5. If you disagree with the determination made by the district regarding your child, you may request that the Superintendent's Designee for Section 504/ADA Services for Students review the decision according to the district's grievance procedure.

**Escuelas Públicas de Newark  
Sección 504/ADA**

**Publicación Anual de Aviso para Padres/Guardianes sobre  
la Política no Discriminatoria  
en las Bases de Incapacidad en Programas y Actividades**

Querido Padre/Guardián:

Los niños que sustancialmente estén limitados en una o más de sus funciones de vida, podrían tener derecho a los servicios especiales en las escuelas mediante la Sección 504 de la Acta de Rehabilitación, la Acta de Americanos Incapacitados y las Leyes de Varios Estados y Ciudades. Estas leyes protegen los derechos de los estudiantes con necesidades especiales, como el no poder asistir a la escuela o participar regularmente en las actividades de las escuelas, o porque los centros escolares totalmente no se están relacionándose o no han empleado las modificaciones legislativas. Por ejemplo: un estudiante sin visión o que no puede escuchar deberá contar con todos los materiales especiales. En tanto que los alumnos con impedimentos visuales deberán contar con fotocopias especializadas.

**VERIFIQUE SI SU HIJO CALIFICA PARA LOS  
SERVICIOS  
DE LAS SECCION 504/ADA**

1. Comuníquese con el principal de la escuela o con el Distrito de Escuelas Públicas de Newark, o con la Superintendente Designada de la Sección 504/ADA, Dr. Larry Ashley, Superintendente Asociada al teléfono (973) 733-6517. Proporcionele el nombre de su hijo, de la escuela y de la clase. Describa las necesidades que requiere el niño o la niña, y con que frecuencia. La información que usted proporcione sobre su jo(a) es confidencial.
2. Se le indicará sobre todos los pasos que deberá seguir para documentar las necesidades especiales de su hijo(a).
3. Una vez que usted proporcione la información necesaria y después que se realice la investigación y evaluación, se tomará la decisión de si su hijo(a) califica de los servicios de la Sección 504/ADA. Se le preguntará si podría participar en evaluaciones para determinar si son elegibles. Se le informará sobre decisión a los días de la determinación.
4. Si su hijo es elegido para recibir los servicios de la Sección 504/ADA, se desarrollará un Plan Individual de Ayuda de acuerdo a la documentación de los servicios, los cuales deberán ser proveídos.
5. Si usted está en desacuerdo con la determinación que dio el Distrito Escolar sobre su hijo(a), usted podrá solicitar al Superintendente Designado a la Sección 504/ADA, una revisión de acuerdo a los procedimientos de agravios del Distrito.

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Section 504/ADA**

**Aviso aos Pais/Encarregados de Ed.  
Regras de não-discriminação baseadas nos programas e  
actividades para crianças com dificuldades de aprendizagem**

Caro pai ou Encarregado de Educação:

As crianças que têm uma limitação substancial de uma ou mais funções vitais podem receber serviços especiais na escola, de acordo com a secção 504 do Rehabilitation Act., Americans with Disabilities Act e várias leis estaduais e municipais. Estas leis protegem os direitos dos alunos com necessidades especiais que possam ter dificuldades em frequentar a escola ou em participar em actividades escolares regulares, sem a ajuda de assistentes ou de modificação do seu programa. Por exemplo, as crianças com problemas de visão ou audição podem ser sentadas perto do quadro; aos alunos com dificuldades de audição podem ser fornecidos materiais especiais; aos alunos com dificuldades visuais podem ser dadas fotocópias ampliadas.

Como saber se o seu(ua) filho(a) qualifica para os serviços da Secção 504/ADA:

1. Contacte o director da escola (Principal) ou o Newark Public School District Superintendent's Designee for Section 504/ADA – Dr. Larry Ashley, Associate Superintendent através do tel. (973) 733-6517. Dê-lhe o nome do seu filho, da escola e classe que frequenta. Descreva as necessidades do seu filho, que tipo de ajuda é que ele necessita e quantas vezes necessita dela. A informação que der sobre o seu filho é confidencial.
2. Vão ser-lhe indicados os passos que tem de dar para documentar as necessidades do seu filho.
3. Depois de dar a informação necessária e de mais investigações, deverá ser efectuada uma decisão sobre se o seu filho qualifica ou não para receber serviços da secção 504/ADA. Vai ser-lhe pedido que participe na avaliação e determinação de qualificação. Você será informado(a) da decisão dentro de 30 dias depois de terminar o processo.
4. Se o seu filho qualificar para receber os serviços da Secção 504/ADA, será desenvolvido um programa individual de modo a documentar os serviços necessários.
5. Se não concordar com as conclusões do Distrito Escolar em relação ao seu filho, pode pedir uma revisão ao Superintendent's Designee for Section 504/ADA, de acordo com os estatutos do distrito escolar.

**ENGLISH/PORTUGUESE**

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**Publication annuelle d'avis aux parents ou tuteurs  
Politique non-discriminatoire sur bases d'incapacité dans les  
programmes et les activités**

Cher parent ou tuteur,

Selon l'Acte de réhabilitation section 504, les lois American with Disabilities ainsi que différentes lois et règlements en vigueur dans différents états, les enfants qui sont affectés d'un ou de plusieurs handicaps ou d'incapacités majeurs peuvent recevoir des services spéciaux de leur école. Ces lois protègent les droits des étudiants qui ont des besoins spéciaux et éprouvent des difficultés pur se rendre à l'école ou pour participer aux activités scolaires sans une aide ou des arrangements appropriés. Par exemple, les étudiants dont la vision ou l'ouïe sont faibles peuvent être placés plus près du tableau. Les étudiants affectés de troubles de l'ouïe peuvent bénéficier de matériel spécial. Ceux don't la vue se trouve diminuée peuvent recevoir le matériel photocopié avec des caractères agrandis.

**Comment vérifier si votre enfant est qualifié pour les services de la section 504/ADA:**

1. Contactez le principal de l'école ou le directeur régional du Newark Public School, désigné pour la section 504/ADA – Dr. Larry Ashley, directrice adjointe au (973) 733-6517. Donnez le nom de votre enfant ainsi que le nom de l'école et la classe. Décrivez les vrais besoins de votre enfant, quel type d'aide il ou elle nécessite le plus souvent. Les informations au sujet de votre enfant resteront confidentielles.
2. Vous serez mis au courant des mesures à prendre pour établir les vrais besoins de votre enfant.
3. Une fois ces informations fournies, et après les investigations et les évaluations nécessaires, on vous fera savoir si votre enfant est qualifié pour les services de la section 504/ADA. On sollicitera votre participation pour les estimations et les décisions à prendre. Vous serez mis au courant des résultats et de la décision dans les 30 jours suivants.
4. Si votre enfant est qualifié pour les services de la section 504/ADA, un plan d'acomodation individuel sera mis en place, dans le but d'établir les services qui doivent être fournis.
5. Si vous n'êtes pas d'accord avec la résolution du district concernant votre enfant, vous pouvez demander que le représentant du Superintendent pour les services de la section 504/ADA pour les étudiants procède à une révision de la décision conformément à la procédure de griefs en vigueur dans le district.