



**INFORM. EDUCATE. ADVOCATE.**

**PARENT INFORMATION CENTER OF DELAWARE**

## **SPECIAL EDUCATION EVALUATIONS**

### **WHAT HAPPENS IF THE PARENT OR SCHOOL PERSONNEL REQUESTS AN EVALUATION**

If the school district receives a request for an evaluation, the school district must do one of the following:

**1. PROPOSE** to conduct an evaluation, providing the parent written notice (called prior written notice or PWN), in which the school district provides a description of the proposed evaluation, informs the parent as to why the school district is proposing to evaluate the child, informs the parent of procedural protections the parent has, and requests the parent's consent to conduct the evaluation. (The school district cannot conduct the evaluation unless the parent provides consent.)

**2. REFUSE** to conduct an evaluation, providing the parent written notice in which the school informs the parent that the school district is refusing to conduct an evaluation and why the school district is refusing to conduct an evaluation, and informs the parent of procedural protections the parent has. The parent may challenge the school district's refusal to conduct an evaluation, by requesting mediation or a due process hearing.





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### **WHAT IS THE REQUIRED TIMELINE FOR AN EVALUATION?**

Once you have provided your consent for an evaluation, the school must complete the evaluation and hold a meeting to determine your child's eligibility for special education and related services within **45 school days**, or **90 calendar days**, whichever comes first.

### **WHAT IS INCLUDED IN AN EVALUATION?**

The evaluation must include information provided by the parent, and a variety of assessment tools and strategies to gather information, which can include:

1. Formal and informal tests
2. Observations
3. Surveys
4. Classroom work samples

### **THE CHILD MUST BE ASSESSED IN ALL AREAS RELATED TO THE SUSPECTED DISABILITY, WHICH CAN INCLUDE:**

1. Speech and language
2. Learning disabilities
3. Potential or aptitude (intelligence)
4. Academic achievement
5. Emotional and social functioning
6. Motor skills
7. Functional skills
8. Vocational interests and abilities
9. Motor skills
10. Vision and hearing



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