

HOLMDEL TOWNSHIP PUBLIC SCHOOLS

SECTION 504 PLAN

What is a Section 504 Plan?

- Section 504 of the Rehabilitation Act of 1973 is a federal law designed to eliminate discrimination on the basis of disability. The law applies to any program or activity that directly or indirectly receives federal financial assistance.
- To be eligible for services and to ensure a Free and Appropriate Public Education (FAPE) and protection against discrimination under Section 504, a student must have a physical or mental impairment that substantially limits one or more major life activities (29 U.S.C. 706 (8) (B))

Criteria:

For 504 eligibility, a student must:

- Have a physical or mental impairment that substantially limits one or more major life activities
- **OR** Have a record of such impairment

There is **NO** requirement to provide a 504 plan if the student has a record of an impairment or is regarded as having an impairment. The team makes the decision.

When an impairment does not substantially limit one or more major life activities, a student does not qualify for accommodations under Section 504.

Holmdel Township Public School District does not accept electronic requests. Original documentation must be provided to the school by the licensed professional.



Section 504 Process:

- *Step One - Referral Request*
 - A referral is made formally (in writing) made by a parent, teacher, or other certified school employees(s) and submitted to the Section 504 Coordinator.
- *Step Two - Evaluation*
 - A determination of Section 504 eligibility (i.e., a physical or mental impairment that substantially limits a major life activity within the school environment) must be based on a multi-source evaluation.
- *Step Three - Eligibility Determination*
 - The eligibility determination is made by a group of persons knowledgeable about the student. A 504-committee meeting is held to determine if services are warranted based on a substantial limitation to major life activities.
- *Step Four - Section 504 Plan*
 - If warranted, a Section 504 plan is created specific to the student's needs.

Frequently Asked Questions:

- *What does "Substantially Limited" Mean?*
 - Substantially limited is defined as unable to perform a major life activity that the average person in the general population can perform.
- *What qualifies as a major life activity?*
 - As defined in the Rehabilitation Act of 1973, major life activities include caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working.
- *What types of accommodations will a child receive if determined eligible under Section 504?*
 - If the team determines that the student is eligible, they will identify reasonable accommodations to meet the student's needs. The accommodations will be described in a document referred to as the Section 504 plan.

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