

1308 Children with Disabilities - Module Two

*This Head Start Standards Training Module includes parts of 1308.4 to parts of 1308.6
Pages 161 - 163*

Office of Human Development Services, HHS

§ 1308.4

- (7) Assistive technology services or devices necessary to enable a child to improve functions such as vision, mobility or communication to meet the objectives in the IEP.
- (i) The disabilities service plan must include options to meet the needs and take into consideration the strengths of each child based upon the IEP so that a continuum of services available from various agencies is considered.
- (j) The options may include:
- (1) Joint placement of children with other agencies;
 - (2) Shared provision of services with other agencies;
 - (3) Shared personnel to supervise special education services, when necessary to meet State requirements on qualifications;
 - (4) Administrative accommodations such as having two children share one enrollment slot when each child's IEP calls for part-time service because of their individual needs; and
- (5) Any other strategies to be used to insure that special needs are met. These may include:
- (i) Increased staff;
 - (ii) Use of volunteers; and
 - (iii) Use of supervised students in such fields as child development, special education, child psychology, various therapies and family services to assist the staff.
- (k) The grantee must ensure that the disabilities service plan addresses grantee efforts to meet State standards for personnel serving children with disabilities by the 1994–95 program year. Special education and related services must be provided by or under the supervision of personnel meeting State qualifications by the 1994–95 program year.
- "The disabilities service plan must include commitment to specific efforts to develop interagency agreements ..."**

(l) The disabilities service plan must include commitment to specific efforts to develop interagency agreements with the LEAs and other agencies within the grantee's service area. If no agreement can be reached, the grantee must document its efforts and inform the Regional Office. The agreements must address:

- (1) Head Start participation in the public agency's Child Find plan under Part B of IDEA;
- (2) Joint training of staff and parents;
- (3) Procedures for referral for evaluations, IEP meetings and placement decisions;
- (4) Transition;
- (5) Resource sharing;
- (6) Head Start commitment to provide the number of children receiving services under IEPs to the LEA for the LEA Child Count report by December 1 annually; and (7) Any other items agreed to by both parties. Grantees must make efforts to update the agreements annually.

(m) The disabilities coordinator must work with the director in planning and budgeting of grantee funds to assure that the special needs identified in the IEP are fully met; that children most in need of an integrated placement and of special assistance are served; and that the grantee maintains the level of fiscal support to children with disabilities consistent with the Congressional mandate to meet their special needs.

(n) The grant application budget form and supplement submitted with applications for funding must reflect requests for adequate resources to implement the objectives and activities in the disability services plan and

fulfill the requirements of these Performance Standards.

(o) The budget request included with the application for funding must address the implementation of the disabilities service plan. Allowable expenditures include:

- (1) **Salaries.** Allowable expenditures include salaries of a full or part-time coordinator of services for children with disabilities (disabilities coordinator), who is essential to assure that programs have the core capability to recruit, enroll, arrange for the evaluation of children, provide or arrange for services to children with disabilities and work with Head Start coordinators and staff of other agencies which are working cooperatively with the grantee. Salaries of special education resource teachers who can augment the work of the regular teacher are an allowable expenditure.
- (2) **Evaluation of children.** When warranted by screening or rescreening results, teacher observation or parent request, arrangements must be made for evaluation of the child's development and functioning. If, after referral for

"The grant application budget form and supplement submitted with applications for funding must reflect requests for adequate resources to implement the objectives and activities in the disability services plan ..."

Test Questions:

Select the correct option.

1. *The disabilities service plan* (1308.4)

- a. must include options to meet the needs and take into consideration the strengths of each child.
- b. must identify the exact sequence of events in which the child will be involved to affirm the ideal treatment.
- c. need only include the responsibilities for which Head Start will be responsible.
- d. is only required for the more severe disabled children in Head Start.

2. *The agreements between Head Start and other agencies to provide services to disabled children* (1308.4)

- a. must be terminated immediately after the service has been rendered.
- b. must be approved prior to services by the Regional Office.
- c. must be updated annually.
- d. are critical to determining if Head Start can accept children with disabilities.

3. *The budget request included with the application for funding must address* (1308.4)

- a. only the salary of the disabilities coordinator.
- b. the expense paid by the parent for the disabled child's care.
- c. how much less money will be spent for non-disabled children to purchase the necessary services for the disabled children.
- d. the implementation of the disabilities service plan.

45 CFR Ch. XIII (10–1–05 Edition) § 1308.5 evaluation to the LEA, evaluations are not provided by the LEA, they are an allowable expenditure.

- (3) *Services.* Program funds may be used to pay for services which include special education, related services, and summer services deemed necessary on an individual basis and to prepare for serving children with disabilities in advance of the program year.

- (4) *Making services accessible.* Allowable costs include elimination of architectural barriers which affect the participation of children with disabilities, in conformance with 45 CFR part 84, Nondiscrimination on the Basis of Handicap in Program and Activities Receiving or Benefiting from Federal Financial Assistance and with the Americans with Disabilities Act of 1990 (42 U.S.C. 12101). The Americans with Disabilities Act

requires that public accommodations including private schools and day care centers may not discriminate on the basis of disability. Physical barriers in existing facilities must be removed if removal is readily achievable (i.e., easily accomplishable and able to be carried out without much difficulty or expense). If not, alternative methods of providing the services must be offered, if those methods are readily achievable. Alterations must be accessible. When alterations to primary function areas are made, an accessible path of travel to the altered areas (and the bathrooms, telephones and drinking fountains serving that area) must be provided to the extent that the added accessibility costs are not disproportionate to the overall cost of the alterations. Program funds may be used for ramps, remodeling or modifications such as grab bars or railings. Grantees must meet new statutory and regulatory requirements that are enacted.

(5) **Transportation.** Transportation is a related service to be provided to children with disabilities. When transportation to the program site and to special services can be accessed from other agencies, it should be used. When it is not available, program funds are to be used to provide it. Special buses or use of taxis are allowable expenses if there are no alternatives available and they are necessary to enable a child to be served.

(6) **Special Equipment and Materials.** Purchase or lease of special equipment and materials for use in the program and home is an allowable program expense. Grantees must make available assistive devices necessary to make it

possible for a child to move, communicate, improve functioning or address objectives which are listed in the child's IEP.

(7) **Training and Technical Assistance.** Increasing the abilities of staff to meet the special needs of children with disabilities is an allowable expense. Appropriate expenditures may include but are not limited to:

- (i) Travel and per diem expenses for disabilities coordinators, teachers and parents to attend training and technical assistance events related to special services for children with disabilities;
- (ii) The provision of substitute teaching staff to enable staff to attend training and technical assistance events;
- (iii) Fees for courses specifically related to the requirements of the disabilities service plan, a child's IEP or State certification to serve children with disabilities; and
- (iv) Fees and expenses for training/technical assistance consultants if such help is not available from another provider at no cost.

Subpart C—Social Services Performance Standards

§ 1308.5 Recruitment and enrollment of children with disabilities.

(a) The grantee or delegate agency outreach and recruitment activities must incorporate specific actions to actively locate and recruit children with disabilities.

(b) A grantee must insure that staff engaged in recruitment and enrollment of children are knowledgeable about the provisions of 45 CFR part 84, Non-discrimination on the Basis of Handicap in Programs and Activities

Receiving or Benefiting from Federal Financial Assistance, and of the Americans with Disabilities Act of 1990, (42 U.S.C.12101).

(c) A grantee must not deny placement on the basis of a disability or its severity to any child when:

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Test Questions:

Select the correct option.

4. *Making services to a disabled child accessible* (1308.4)

- a. does not mean remodeling of buildings or classrooms.
- b. means the removal of physical barriers if this can be done without much difficulty or expense.
- c. means the removal of physical barriers regardless of difficulty or expense.
- d. means taking our services to the child's home.

5. *Head Start's responsibility related to transportation for disabled children* (1308.4)

- a. means that Head Start must provide each parent a vehicle that will accommodate their child.
- b. insists that disabled children only be transported to Head Start facilities by a Head Start vehicle.
- c. is limited only to providing mobility of disabled children once they are in a Head Start facility.
- d. means that Head Start will do what is necessary to include disabled children in its programs.

6. *Recruitment of disabled children into Head Start* (1308.5)

- a. is discouraged so that a grantee will not exceed the percentage of disabled children it serves.
 - b. is limited to recruitment activities that are used to recruit all Head Start children - disabled children must not be singled out.
 - c. must incorporate specific actions to actively locate and include these children.
 - d. must only be done through hospitals and other appropriate agencies.
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- (1) The parents wish to enroll the child,
- (2) The child meets the Head Start age and income eligibility criteria ,
- (3) Head Start is an appropriate placement according to the child's IEP, and
- (4) The program has space to enroll more children, even though the pro-gram has made ten percent of its enrollment opportunities available to children with disabilities. In that case children who have a disability and non-disabled children would compete for the available enrollment opportunities.

(d) The grantee must access resources and plan for placement options, such as dual placement, use of resource staff and training so that a child with a disability for whom Head Start is an appropriate placement according to the IEP is not denied enrollment because of:

- (1) Staff attitudes and/or apprehensions;
- (2) Inaccessibility of facilities;
- (3) Need to access additional resources to serve a specific child;
- (4) Unfamiliarity with a disabling condition or special equipment, such as a prosthesis; and
- (5) Need for personalized special services such as feeding, suctioning, and assistance with toileting, including catheterization, diapering, and toilet training.

(e) The same policies governing Head Start program eligibility for other children, such as priority for those most in need of the services, apply to children with disabilities. Grantees also must take the following factors into account when planning enrollment procedures:

- (1) The number of children with disabilities in the Head Start service area including types of disabilities and their severity;
- (2) The services and resources provided by other agencies; and
- (3) State laws regarding immunization of preschool children. Grantees must observe applicable State laws which usually require that children entering State preschool programs complete immunizations prior to or within thirty days after entering to reduce the spread of communicable diseases.

(f) The recruitment effort of a Head Start grantee must include recruiting children who have severe disabilities, including children who have been previously identified as having disabilities.

Subpart D—Health Services Performance Standards

§ 1308.6 Assessment of children.

(a) The disabilities coordinator must be involved with other program staff throughout the full process of assessment of children, which has three steps:

- (1) All children enrolled in Head Start are screened as the first step in the assessment process;
- (2) Staff also carry out on-going developmental assessment for all enrolled children throughout the year to determine progress and to plan program activities;

(3) Only those children who need further specialized assessment to determine whether they have a disability and may require special education and related services proceed to the next step, evaluation. The disabilities coordinator has primary responsibility for this third step, evaluation, only.

(b) *Screening, the first step in the assessment process*, consists of standardized health screening and developmental screening which includes speech, hearing and vision. It is a brief process, which can be repeated, and is never used to determine that a child has a disability. It only indicates that a child may need further evaluation to determine whether the child has a disability. Rescreening must be provided as needed.

(1) Grantees must provide for developmental, hearing and vision screenings of all Early Head Start and Head Start children within 45 days of the child's entry into the program. This does not preclude starting screening in the spring, before program services begin in the fall.

(2) Grantees must make concerted efforts to reach and include the most in need and hardest to reach in the screening effort, providing assistance but urging parents to complete screening before the start of the program year.

"The disabilities coordinator must be involved with other program staff throughout the full process of assessment of children ..."

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Test Questions:

Select the correct "True" or "False" option.

7. **State laws regarding immunizations not apply to the admission of a disabled child to a Head Start facility.** (1308.6)

True False

8. **The recruitment effort of a Head Start grantee must include recruiting children who have severe disabilities.** (1308.6)

True False

9. **Grantees must provide for developmental, hearing and vision screenings of all Early Head Start and Head Start children within 45 days of the child's entry into the program.** (1308.6)

True False

10. *Grantees must make concerted efforts to reach and include the most in need and hardest to reach in the screening effort.*

(1308.6)

True

False

Last Name _____

First _____ Initial _____

Location _____

Answers: 1-a, 2-c, 3-d, 4-b, 5-d, 6-c, 7-F, 8-T, 9-T, 10-T