Best Placement for Children on an Individualized Family Service Plan

GENERAL PLAN/APPROACH:

Southern Oregon Head Start (SOHS) does not discriminate against children with disabilities. The program is committed to providing high quality services to all children, including children with disabilities. Children on an Individualized Family Service Plan (IFSP) receive a best placement decision based upon a team effort that includes, but is not limited to, the IFSP case manager, parent/guardian, and teacher.

**HEAD START PROGRAM PERFORMANCE STANDARD:**

1302.31(b)(1)(iii)-Teaching and the Learning Environment
1302.33-Child Screenings and Assessments
1302.34(a)-1302.34(b)(8)-Parent and Family Engagement in Education and Child Development Services
1302.35-Education in Home-Based Programs
1302.60-1302.63(d)-Additional Services for Children with Disabilities

PROCEDURES:

A) Child Application Submitted for Enrollment with an Existing IFSP

- When an application is submitted to SOHS that indicates the child is on an IFSP, the Disabilities and Mental Health Department will have the parent sign a Release of Information D-8 (ROI-D8) form. Once an ROI is received SOHS connects with the Early Intervention/Early Childhood Special Education (EI/ECSE) agency in order to receive and discuss with the agency the child’s IFSP paperwork.
- The IFSP paperwork will indicate the child’s best placement; however a team meeting can be scheduled at any time with the IFSP case manager, SOHS Staff, and parent, in order to re-evaluate the current best placement.

B) Enrolled Child Referred by SOHS to EI/ECSE and Qualifies for an IFSP

- When an enrolled child is referred by SOHS to an EI/ECSE agency it is through parent permission. The parent signs a ROI-D8, and is responsible for taking their child to the EI/ECSE agency for further evaluation. If the child qualifies for an IFSP, the IFSP case manager, SOHS staff, and parent will determine the child’s best placement.

C) Best Placement

- If the IFSP team determines that SOHS is the best placement, the Disabilities and Mental Health Department will ensure that the child’s IFSP goals, adaptations and modifications, are thoroughly evaluated in order to best serve the child’s needs within the Early Head Start or Head Start classroom.