



Your Individualized Education Plan (IEP) Guide

One of the most important parts of the Special Education process is creating a plan for your child's education. The entire IEP process is a way for you and the school to discuss your child's needs and to create a plan to meet those needs.

What is Special Education?

Special Education is instruction that is specifically designed to meet the unique needs of children who have disabilities. Special Education and related services are provided in public schools at no cost to the parents and can include special instruction in the classroom, at home, in hospitals or in other settings.

Commonly Used Terms	What does that mean?
Individualized Education Plan (IEP)	The IEP is a written document that describes the education plan for a student with a disability. It has two general purposes: To set reasonable learning goals for a child, and to state the services that the school district will provide for the child.
Individuals with Disabilities Education Act (IDEA)	IDEA is a federal law known as Individuals with Disabilities Education Act. Under IDEA, states are responsible for meeting the special needs of eligible children with disabilities.
Least Restrictive Environment (LRE)	LRE means that a student with a disability must have the opportunity to be educated with their typical peers, to the greatest extent appropriate.

IEP Eligibility	Read	Timeline	Your Rights
<ul style="list-style-type: none"> • A referral: is a written request needed for an evaluation. It is given to the school district. A referral can be made by parents, school personnel and agencies concerned with the welfare of students, including the New Jersey Department of Education. A <i>referral must be addressed by the school district within 20 calendar days.</i> • An evaluation: is the process used to determine whether your child has a disability. This process includes a review of relevant data, and the individual administration of tests, assessments and observations of your child. <i>An evaluation is needed when you, the Child Study Team and your child's teacher meet and decide that your child may have a disability.</i> 	<ul style="list-style-type: none"> • New Jersey Department of Education Parental Rights in Special Education: bit.ly/njprise • New Jersey Special Education Advocacy Guide: bit.ly/22oaJ7w • New Jersey Department of Education Office of Special Education Website- bit.ly/1myE4vo • Transition Planning: planningforadulthoodlife.org • IEP "Go Bag": bit.ly/iepgobag <p>*Type all links exactly as seen including any capital and lowercase letters, and numbers.*</p>	<ul style="list-style-type: none"> • After your child is determined eligible for special education and related services, a meeting will be held to develop your child's IEP. The IEP should describe how your child currently performs and your child's specific instructional needs. It will include detailed and measurable annual goals and short-term objectives or benchmarks. • The following people <i>must</i> attend the IEP meeting: <ul style="list-style-type: none"> ⇒ Student, if appropriate ⇒ Parent ⇒ General education teacher ⇒ Special education teacher ⇒ At least one Child Study Team member ⇒ Case manager ⇒ School district representative 	<p>You have the right to:</p> <ul style="list-style-type: none"> • Copies of your child's IEP. • Bring others with you to the meetings (must inform school prior to the meeting). • Tape record IEP meetings if you inform the other people orally or in writing, prior to the meeting. • IEP must be implemented within 90 days after receiving your consent of the IEP plan (applies to first evaluation). • Have the IEP implemented as soon as possible following an IEP meeting. • Have the IEP reviewed at least annually, but you can request an IEP review meeting at any time throughout the year. • Have extended school year (ESY) services considered by the IEP team.