

Accommodation Policy

General Policy

The organization is committed to complying with all applicable laws regarding students with disabilities and chronic health conditions and their requests for accommodations. It is the organization's policy not to discriminate against any student on such a basis.

Consistent with this policy, the organization will provide a reasonable accommodation to student with a disability or a chronic health condition to the extent permissible by law.

Procedure for Requesting an Accommodation

If your child has a disability or a chronic health condition and you think that he/she/they need(s) a reasonable accommodation, please contact the Executive Director, the Director of the facility, or the Assistant Director of the facility.

To request a reasonable accommodation, please submit a request in writing with the following information:

- A description of the accommodation you are requesting.
- The reason you need an accommodation.
- How the accommodation will help you.

You also may make this request orally, which will be confirmed in writing. Once you make your request, one of the persons mentions above will meet with you to engage in an interactive process; that is, to discuss and to identify the precise limitations that result from the disability and/or the chronic health condition and the potential accommodation(s) that the organization might make to help overcome those limitations.

The organization will determine the feasibility of the requested accommodation by considering all lawful factors.

If a student's disability, chronic health condition, or need for an accommodation is not obvious, the organization may ask you to provide supporting documentation. If you fail to cooperate with this process, your request may be denied. The organization will keep any medical information and documents that it receives confidential. The organization will inform you of its decision as promptly as possible. The organization will not retaliate against anyone for making a request for an accommodation under this policy.