

Date

Name
Address

RE: Name of Child
Date of Birth:

Dear ****,

This letter is to inform you that your child may be eligible for special education and related services provided by your school district of residence at age three under Part B of the Individuals with Disabilities Education Act.

Your child has been referred to the school district of residence, **** School District, to determine eligibility for public school services at three years of age. Transition planning will occur within the next three to six months. I will be contacting you regarding scheduling a transition meeting with school district staff. At the transition meeting, the school district representative will explain their assessment process, eligibility criteria, and the continuum of options for special education placement and services. A transition plan and transition outcomes will be developed.

All Early Start services funded through the Greater Anaheim SELPA will end on the day before your child's third birthday.

It is important that each step of the transition process is completed so that, if eligible, your child can begin public school services at age three. If you have questions regarding the school district referral or transition process, please contact me at (714) 726-1564 or kfielder@ocde.us

Sincerely,

Kay L Fielder, Program Specialist
Early Start Service Coordinator
Greater Anaheim SELPA

*Sample document provided by Kay Fielder, Program Specialist, Greater Anaheim SELPA
Note: This is a multi-district SELPA, some components may not apply to single-district SELPAs.
4.2011*