

Maryland School Mental Health Alliance*

504 Plans Information for Educators and School Personnel

Definition

A 504 Plan is a legal document that provides accommodations to *regular education* students with special needs in major life activities. The 504 Plan falls under the Rehabilitation Act of 1973, and is a regulation of the United States Department of Health and Human Services, Office for Civil Rights. Some examples of major life activities addressed are: caring for oneself, walking, seeing, hearing, and *learning*. A 504 Plan is **not** an Individualized Education Program (IEP) for Special Education. Educators may request a meeting for a 504 Plan for children who, with reasonable accommodation, can be successful in a regular education program. For each case, staff and family at the meeting will need to make a decision about how often to review the 504 Plan and when follow-up meetings should be made.

Examples of What Might Be Included:

- Adjustment to test taking (more time, questions given orally)
- Seating near the blackboard or near the teacher
- A child may be excused from class to get medications
- A child with Diabetes may be allowed to eat in class

Who is Responsible for a 504 Plan?

- The student (if appropriate)
- Parent or Legal Guardian
- Teacher
- Administrator
- School 504 Coordinator (may be a staff person on the Student Support and/or Child study Teams)

Others who may be included, as appropriate:

- School Counselor, Social Worker and/or Psychologist
- Physician, Psychiatrist, or other health professional
- Mental Health Clinician
- Speech/Language Pathologists
- Occupational Therapist/Physical Therapist

Key Resources/Links:

The Maryland State Bar Association. *School Law in Maryland: Educational Rights of Children with Special Needs.*

<http://www.msba.org/departments/commpubl/publications/brochures/educationrights.htm>

Cleveland Heights Teachers Union. “504 Plan FAQ (Frequently Asked Questions)”
<http://www.chtu.org/504.html>

Sevier County Special Education, Sevier County, Tennessee. “IEP’s vs. 504 Plans”
<http://www.slc.sevier.org/iepv504.htm>

Bridges4Kids. *Special Education: Section 504. Frequently Asked Questions and Resources.*
<http://www.bridges4kids.org/Section504.html>

United States Department of Health & Human Services. *Your rights under Section 504 and the Americans with Disabilities Act.* <http://www.hhs.gov/ocr/504ada.html>

Learning Disabilities OnLine: LD In-Depth: *Developing 504 Classroom Accommodation Plans: A Collaborative Systematic Parent-Student-Teacher Approach.*
http://ldonline.org/ld_indepth/teaching_techniques/504_plans.html

**Developed by the Center for School Mental Health (<http://csmh.umaryland.edu>) in collaboration with the Maryland School Mental Health Alliance.*