

# **Individualized Education Programs (IEPs)**

## **What is an IEP?**

If your child is eligible for special education and related services, the school must prepare an IEP for your child. An IEP is a written education plan, individualized to meet your child's needs. It describes educational goals for your child, the programs and services that the school will provide, and how your child's progress toward the goals will be measured. It is written by your child's "IEP team".

(If your child is eligible for services under Section 504 of the Rehabilitation Act, then the school will prepare a Section 504 plan that describes the services your child will receive.)

## **When will the school write an IEP?**

Your child's IEP team must meet, and write an IEP plan, within thirty days of finding your child eligible for special education and related services.

## **Who will be on my child's IEP team?**

The team will include:

- parents or guardians,
- at least one general education teacher,
- at least one special education teacher,
- a school district representative who knows about special needs, and about the district's resources,
- someone who can interpret evaluation data, and
- other people with expertise or knowledge, if the parents or the school wish.

## **Will I be notified of IEP team meetings?**

Yes, the school will send you advance notice of IEP meetings. The notice will tell you the date and time of the meeting, the location, the purpose of the meeting, and who will be attending. If you want to attend the meeting but are unavailable at that time, you should contact the school to schedule another time.

You have a right to an interpreter at IEP meetings.

## What does an IEP include?

The IEP must include:

- a description of the child's current performance
- annual educational goals
- a statement of how the child's progress will be measured, and when the school will report on the child's progress
- descriptions of the services the child will receive in the general education and special education classrooms, and of related services such as therapy and transportation
- descriptions of accommodations and devices the child will receive, such as a computer or readings in large print
- description of how much the child will participate in classes and activities with students without disabilities
- descriptions of any modifications for tests, or alternate assessments
- the location, frequency, and start and end dates of services
- for older students, description of transition services.

## When is the IEP revised?

The IEP will be reviewed at least once a year. It can be reviewed more frequently if a member of the IEP team requests it.

For more information, contact:  
Washington Protection and Advocacy System  
315 Fifth Ave. S., Suite 850  
Seattle, WA 98104  
(206) 324-1521 / (800) 562-2702  
(206) 957-0728 TTY / (800) 905-0209 TTY  
(206) 957-0729 Fax  
[www.wpas-rights.org](http://www.wpas-rights.org)

Interpreters available.

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