

Teacher-Requested Review of Individual Education Program

Universal Academy open-enrollment charter school is required to develop a process for a teacher who instructs a student with a disability in a regular classroom setting to:

- 1) request a review of the student's individualized education program (IEP);
- 2) provide for a timely response to the teacher's request; and
- 3) provide for notification to the student's parent or legal guardian of that response.

(TEC §29.001(11))

It is the policy of Universal Academy open-enrollment charter school to provide teachers with a copy of students' IEPs at the beginning of each school year and following each ARD committee meeting. Teachers may also request to review a student's IEP at *any time*, to ensure that the teacher is able to properly implement the students IEP.

All requests should be submitted to the *special education director* for the district.

Once a teacher requests a student's IEP, the *special education director* will provide a copy of the student's IEP within *48 hours*.

Parents will be notified when a teacher receives a copy of a student's IEP.

(TEC §29.001(11))