

SITE OPERATIONS CIRCULAR NO. 1001
Special Education Division

SAN DIEGO UNIFIED SCHOOL DISTRICT

Date: July 2, 2019

To: Principals, Division and Department Heads

Subject: SHORT-TERM 504/ADA PHYSICAL ACCESS
ACCOMMODATIONS FOR STUDENTS WITH TEMPORARY
DISABILITIES

**Department and/or
Persons Concerned:** Principals, Site Administrators, Site 504 Coordinators, Problem-
Solving Team Members

Due Date: As necessary.

Reference: None

Action Requested: Please share information with certificated and front office staff.

Brief Explanation:

Access accommodations for students with disabilities, including temporary disabilities (lasting longer than 6 months), must be Americans with Disabilities Act (ADA) compliant. Upon learning that a student may need physical access accommodations to classrooms or parts of the school campus, consider:

- a. exploring alternative access accommodations, such as temporarily changing the way a student accesses his/her program, moving the student's class to an accessible classroom, etc.
- b. informing and consulting with the site school nurse or cluster nurse.
- c. consulting with the 504/ADA Committee.

If facilities modifications are necessary, please submit a Work Request as soon as possible to Physical Plant Operations (PPO) for processing. Indicate in the text of the request that this is an *ADA matter and include the name of the student needing access.*

Under no circumstances, except in "extraordinary situations," may a student be carried (OCR Policy Interpretation, No. 4, 43 Fed. Reg. 36035 [August 14, 1978]; OCR Staff Memorandum, 17 IDELR 613 [17EHLR 613] [OCT 1991]; OCR Staff Memorandum, supra. See Grangeville (ID) Joint District No. 241 IDELR 1139 [OCR 1994]).

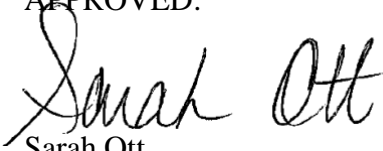
For additional information you may call Kimberly Shapazian, Program Manager, Specialized Settings, ADA/504 at (619) 725-7395.

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APPROVED:

A handwritten signature in black ink that reads "Sarah Ott". The signature is written in a cursive style with a large initial "S" and "O".

Sarah Ott

Executive Director, Special Education Division

SO:lr