Lexington City Schools
300 Diamond Street
Lexington, VA 24450

SECTION 504 PROCEDURAL SAFEGUARDS

In accordance with Section 504 of the Rehabilitation Act of 1973 (Section 504), Lexington City Schools provides you with the following procedural safeguards in relation to your child:

1.   You have the right to receive notice of any proposed actions related to the identification, evaluation, or educational placement of your child.

2.   You have the right to examine all relevant records of your child.

3.   You have the right to file a grievance with the school division over an alleged violation of Section 504 or Title II of the Americans with Disabilities Act (ADA).

4.   You have the right to an impartial hearing, with participation by you and representation by your counsel, for disputes concerning the identification, evaluation, or educational placement of your child.

5.   You have the right to a review of an impartial hearing officer's final decision if you disagree with that decision.

The Section 504 Coordinator for Lexington City Schools is the Special Education Director and may be contacted at the following telephone number: (540) 463-7146. Please contact the Section 504 Coordinator regarding any questions related to Section 504 or Title II of the ADA. You may obtain a copy of Lexington City Schools Section 504 Administrative Guidelines and Procedures by contacting the Section 504 Coordinator at the above telephone number or at Lexington City Schools' website at Lexington City Schools, Virginia | Home Schools (lexedu.org). Please note that all grievances and requests for impartial hearings and reviews must be in writing and submitted to the Section 504 Coordinator at the following address:

> **Rebecca Walters**
> Section 504 Coordinator
> Lexington City Schools
> 300 Diamond Street
> Lexington, VA 24450
> (540) 463-7146

More specific information about the Section 504 hearing procedure, grievance procedure, and review procedure is contained in the school division's Administrative Guidelines and Procedures for Section 504.