

Student Rights

Lafayette staff will uphold the rights of students at all times. Student rights are posted in each classroom and included in the program manual. The following methods of **punishment** are prohibited:

1. Not allowing a student to have contacts and visits with such persons as his or her parent/guardian, Department of Education representative, attorney, probation officer, the LEA, or the placing agency representative;
2. Any action that is humiliating, degrading, harsh, or abusive;
3. Physical punishment, including hitting or spanking;
4. Subjecting students to unclean and unsanitary conditions;
5. Keeping students from using the bathroom;
6. Using medicine (pills or shots), mechanical restraints, or locked seclusion to calm behavior;
7. Keeping students from water or food needed to meet their daily nutritional needs;
8. Making students work beyond activities such as cleaning and upkeep usually performed by persons in a family household; or
9. Keeping students from sound treatment or educational opportunities presented in the program.
10. Not allowing a student to participate meaningfully in decisions regarding preparation, implementation and changes to the IEP and discharge plan.

Student and Parent Responsibilities:

The student and parent/guardian will:

- Ask questions if he/she does not understand information regarding diagnosis, treatment, education or discharge.
- Follow instructions concerning medications, referrals, and other essential steps in the IEP and treatment plan; and notify Lafayette School if this plan cannot be followed or if problems develop.
- Treat staff and students in a safe, honest and respectful manner.
- Attend scheduled appointments, adhere to school hours, and notify staff in advance of cancelled appointments or if the student will be absent.

Students and their parents/guardians are given a copy of Virginia Special Education Procedural Safeguard Requirements under the Individuals with Disabilities Education Act (IDEA) upon admission and annually thereafter. Staff will advocate for each student's rights under this law. The procedural safeguards described in the IDEA include rights such as:

- To have a copy of the IEP and to attend any IEP meetings.
- To receive a full explanation of all the procedural safeguards and to understand them.
- To have an evaluation of eligibility for special education and related services.
- To be able to inspect and review all records.
- To participate in placement decisions and to give informed consent.
- To obtain an independent educational evaluation.
- To have written notice in understandable language to make any changes to the IEP or the educational placement.
- To refuse consent for eligibility or reevaluation and to mediate disputes.
- To have an impartial due process hearing when a disagreement arises.

Additional rights:

- To make informed choices about treatment
- To receive complete and current information concerning education and treatment
- To challenge, correct or explain information in the records
- To receive privacy and confidentiality
- To receive notification of any research and the right to refuse participation in such research without sanction
- To receive safeguarding from discrimination because of race, color, national origin, sex, pregnancy, medical condition, age, marital status.

Procedure for Resolving Complaints

Staff, students and parents/guardians receive a notice on student rights upon admission. Copies of these rights are posted in the school. Weekly community meetings are an opportunity for students to voice questions or concerns about school policies. These community meetings are documented, and issues are discussed in staff treatment team meetings. The students receive feedback from staff about their concerns. In the event that a complaint or concern cannot be resolved through the community and staff meeting procedure, a formal, written complaint may be made to the Program Director. The Program Director will assist with the writing of the complaint if the person is unable to communicate it in written form. School administration will review a complaint and determine a course of action within 30 days of receiving written notification of the complaint. The course of action is communicated to the person initiating the complaint. A meeting about the matter will be offered. If the person initiating the complaint is not satisfied, he or she may meet directly with the Executive Director. The decision of the Executive Director is final. However, any individual may file a complaint with the Virginia Department of Education at any time by contacting:

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