

Student: \_\_\_\_\_ Date: \_\_\_\_\_  
 Student DOB: \_\_\_\_\_ Resident District: \_\_\_\_\_  
 Student Grade: \_\_\_\_\_ Resident School: \_\_\_\_\_  
 Parent(s) Name: \_\_\_\_\_ Attending School: \_\_\_\_\_  
 Eligibility ☐ Eligible due to Child Find ☐ Eligible under IDEA ☐ Eligible under Section 504

**For what reason(s) is an IEP or 504 team recommending an abbreviated school day program placement?**

- ☐ To Meet IEP Goals Related to Behavior ☐ To Meet Student's Medical Needs  
☐ Personal Choice of the Student/Parent to Attend Alternative Education Program  
☐ Personal Choice of the Student/Parent who is on Track to Graduate  
☐ Other (describe): \_\_\_\_\_

In accordance with the requirements of Senate Bill 819, I, the undersigned, acknowledge that:

1. I have received, reviewed, and understand the rights as described in the Notice and Acknowledgement of Information Prior to Initial Consideration of an Abbreviated School Day Program, including:
  - My child's right to access the same number of hours of instruction and educational services as others in the same grade in their resident school district.
  - That districts are not able to unilaterally place students on abbreviated school day programs.
  - My right as a parent or foster parent to revoke consent at any time.
2. I was able to meaningfully participate in the IEP or 504 team meeting before consenting to an abbreviated school day program for my child. In that meeting, we discussed, considered, and documented at least one reasonable alternative placement for my child that could have enabled their access to a full school day. We also discussed and documented the specific provisions of the recommended abbreviated school day program for my child. I have received, reviewed, and understand the documented Information to Consider about Possible Initial Placement on an Abbreviated School Day Program or Information to Consider About Possible Continued Placement on an Abbreviated School Day Program, as applicable, for my child.
3. I was not asked to provide consent prior to being able to meaningfully participate in the IEP or 504 team meeting.
4. The district offered, and the IEP or 504 team considered, at least one reasonable alternative placement prior to requesting my consent for an abbreviated school day program for my child. Reasonable alternative placements include appropriate supports for the student that could enable the student to have meaningful access to the same number of hours of instruction and educational services that are provided to the majority of other students who are in the same grade within the student's resident school district (or other appropriate comparison group for specific populations).
5. I understand that the IEP or 504 team will meet at least once every 30 calendar days during the school year to review and, if necessary, revise my child's IEP or 504 and placement, unless I consent to less frequent meetings.
6. I voluntarily sign this consent form for the abbreviated school day program for my child. The school district did not attempt to or actually pressure, harass, or coerce me to provide consent.
7. I have been informed of my right to revoke consent to the abbreviated school day program placement in writing at any time. I do not have to request or attend an IEP or 504 team meeting before revoking consent.

*The following information is to be completed by the parent or foster parent only.*

### Parent or Foster Parent Input

This section is included as an optional section for parents and foster parents to document any input or information about the placement process or their child's educational program.

### Parent or Foster Parent Provides Consent

*By signing below, I acknowledge that I have read, understood, and agree with the statements above. I **AM providing** informed and written consent to the placement of my child in an abbreviated school day program.*

\_\_\_\_\_  
Parent or Foster Parent Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### Parent or Foster Parent Denies Consent

*By signing below, I acknowledge that I have read, understood, and disagree with the statements above. I **AM NOT providing** informed and written consent to the placement of my child in an abbreviated school day program.*

\_\_\_\_\_  
Parent or Foster Parent Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

The information on this form summarizes language from SB 819 (2023). The exact language being summarized from SB 819 is included here for your reference.

**SECTION 3.** A school district may not provide an abbreviated school day program to a student with a disability unless all of the following are satisfied:

- (1) The student's individualized education program [or 504] team:
  - (a) Recommends that the student should be placed on an abbreviated school day program:
    - (A) Based on the student's individual needs, which may not include consideration of a lack of school district resources, including: (i) Licensed or classified staff; (ii) Availability of training; (iii) Accessible facilities; and (iv) Related services, including nursing services and transportation services; and
    - (B) After the opportunity for the student's parent or foster parent to meaningfully participate in a meeting of the individualized education program [or 504] team to discuss an abbreviated school day program placement, including the reasonable opportunity to physically attend the meeting of the individualized education program [or 504] team at which the abbreviated school day program placement is discussed.
  - (b) Makes determinations about the instruction and educational services to be offered to the student based on the student's individual needs.

The information on this form summarizes language from SB 819 (2023). The exact language being summarized from SB 819 is included here for your reference.

- (c) Documents that the school district offered at least one reasonable alternative placement that included appropriate supports for the student and that could enable the student to have meaningful access to the same number of hours of instruction and educational services that are provided to the majority of other students who are in the same grade within the student's resident school district.
- (d) Documents the specific provisions of the abbreviated school day program, including:
  - (C) How the abbreviated school day program will be designed to:
    - (i) Support the student's return to a school day program that is not an abbreviated school day program; and
    - (ii) Make progress toward the student's individualized learning goals and progress in the general curriculum;
  - (B) The number of hours of instruction and educational services to be provided to the student while the student is placed on the abbreviated school day program;
  - (C) How the student's progress toward the student's individualized learning goals and progress in the general curriculum will be measured; and
  - (D) The date by which the student is expected to return to a school day program that is not an abbreviated school day program.
- (2) Prior to the discussion of the abbreviated school day program placement, the school district provides a written statement to the student's parent or foster parent in a language and format accessible to the parent or foster parent informing the parent or foster parent of:
  - (a) The student's right to have meaningful access to the same number of hours of instruction and educational services as the majority of other students who are in the same grade within the student's resident school district;
  - (b) The prohibition on the school district to unilaterally place a student with a disability on an abbreviated school day program; and
  - (c) The parent's or foster parent's right, at any time, to withdraw consent for an abbreviated school day program placement or to request a meeting of the student's individualized education program [or 504] team to discuss whether the student should no longer be placed on an abbreviated school day program.
- (3) The school district provides a written statement summarizing the documentation described in subsection (1)(c) and (d) of this section in a language and format accessible to the parent or foster parent.
- (4) The school district receives a signed acknowledgment from the parent or foster parent acknowledging receipt of the written statement described in subsection (2) of this section.
- (5) The parent or foster parent provides informed and written consent for the abbreviated school day program placement.

## Instructions for Using the Informed and Written Consent for Placement on an Abbreviated School Day Program Sample Form

ODE intends this sample form as a support for school districts implementation of SB 819, related to the Act's requirements for a parent or foster parent's informed and written consent prior to placement of their child on an abbreviated school day program. This specific form is designed to support school district's implementation of Section 3 (5) of SB 819, which requires that:

- (5) The parent or foster parent provides informed and written consent for the abbreviated school day program placement.

ODE suggests using the **Informed and Written Consent for Placement on an Abbreviated School Day Program** sample form for that purpose.

While ODE's sample forms aim to support effective implementation of SB 819, no form alone ensures compliance with legal requirements or enables effective implementation. Accordingly, school districts should seek legal counsel as appropriate in order to ensure compliance with all state and federal laws, including SB 819, the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, and the Individuals with Disabilities Education Act (IDEA).

Please follow the steps below to complete the form:

1. **Complete the Student Information:** Fill in the student's name, date of birth, resident district, grade, resident school, attending school, and parent(s) name. Check the appropriate box under "Eligibility" based on the student's status.
2. **Identify the Reason for Placement:** Check the box that best describes the reason for the student's placement in an abbreviated school day program. If "Other" is selected, provide a detailed description of the reason.
3. **Form Explanation:** Explain the purpose of the form to the parents or foster parents. Make sure they understand that this form is to seek their informed and written consent for an abbreviated school day program. It is important to explain to parents that consent is voluntary and they do not have to provide consent. If they do not provide consent, the school district must provide the student with meaningful access to the same number of hours of instruction and educational services as the majority of other students who are in the same grade within the student's resident district (or other appropriate comparison group).
4. **Form Completion:** Ask the parents or foster parents to read the form carefully. Ensure they understand what all of the information means for their child. If they have any questions, they should feel free to ask.
5. **Parent or Foster Parent Input (Optional):** This section is optional and can be used by parents or foster parents to provide additional input or information about the placement process or their child's educational program.
6. **Parent or Foster Parent Consent:** The parent or foster parent must read and understand the statements provided in the form. They must then sign and date the form under the appropriate section ("Parent or Foster Parent Provides Consent" or "Parent or Foster Parent Denies Consent") to indicate whether they are providing or denying consent for the placement of their child in an abbreviated school day program.
7. **Distribution of the Form:** Once the form is completed, it should be distributed to all relevant parties, including the student's parents or foster parents, the student's IEP or 504 team, and any other relevant school district staff. A copy of the completed form should also be kept in the student's educational records. Finally, submit a copy to ODE with your required abbreviated day data submission.

- 8. Follow-Up:** If the parent or foster parent denies consent, the school district must take appropriate steps to address their concerns and ensure the student's educational needs are being met. If the parent or foster parent provides consent, the school district must ensure that the student's placement in an abbreviated school day program is implemented in accordance with the requirements of the student's IEP or 504 Plan.

Please remember that this is a sample form provided by ODE for reference. School districts may use this form or develop their own form that enables the district to meet the requirements of all state and federal laws, including the ADA, Section 504 of the Rehabilitation Act, and the IDEA. ODE recommends that school districts seek legal counsel in establishing implementation and documentation procedures related to SB 819 to ensure implementation in a manner that meets state and federal requirements consistent with local context.

**Disclaimer:** This document is a sample form provided by the Oregon Department of Education (ODE) as a reference tool to assist school districts in implementing the requirements of Senate Bill 819. Its use is not mandatory. School districts may choose to use this form, develop their own, or adapt it to their specific needs to ensure compliance with all state and federal laws, including the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act, and the Individuals with Disabilities Education Act (IDEA). ODE strongly recommends that school districts seek legal counsel when establishing implementation and documentation procedures related to SB 819 to ensure they are implemented in a manner that meets state and federal requirements consistent with local context.