



Annual Notice of Child Find (Special Education Referral and Evaluation Procedures)

Upon request, Belton Preparatory Academy is required to evaluate children for eligibility for special education services. A request for evaluation is known as a referral. When the school receives a referral, the school will appoint an Evaluation Planning team to determine if the child has a disability, and if the child needs special education services. The school locates, identifies, and evaluates all children with disabilities who are enrolled by their parents at Belton Preparatory Academy.

A school staff member who reasonably believes a child may be a child with a disability has a legal duty to refer the child, including a homeless child, to the school or district in which the child is enrolled. Before referring the child, the person making the referral must inform the child's parent that the referral will be made.

Others, including parents, who reasonably believe a child is a child with a disability may also refer the child, including a homeless child, to the school or district in which the child is enrolled. Referrals must be in writing and include the reason why the person believes the child is a child with a disability. A referral may be made by contacting Rachelle Williams, Special Education Teacher, Belton Preparatory Academy at 864-392-1173, or by writing her at Belton Preparatory Academy, 5901 Belton Highway, Belton, SC 29627.

