


Performance Standard:	Subpart F Disabilities Services Program	<p>INCA Community Services</p> <p>Head Start & Early Head Start Policies and Procedures</p> 
Sub Category:	1302.62(a)(1-2)(b)(1-4)	
PC Approval Date:	9/2018	
GB Approval Date:	8/2018	
Form:		
Responsible:	Health Manager, Teaching Staff	

Disabilities - Additional Services to Parents

Policy

INCA collaborates with parents of children with disabilities, including but not limited to children eligible for services under IDEA, to ensure the needs of their children are being met, including support to help parents become advocates for services that meet their children's needs and information and skills to help parents understand their child's disability and how to best support the child's development.

Additional Services for Parents:

INCA assists parents to access services and resources for their family, including securing adaptive equipment and devices and supports available through a child's health insurance or other entities, creating linkages to family support programs, and helping parents establish eligibility for additional support programs, as needed and practicable.

Parents of Children eligible for services under IDEA

- INCA also helps parents:
- Understand the referral, evaluation, and service timelines required under IDEA;
 - Actively participate in the eligibility process and IFSP or IEP development process with the LEA implementing IDEA, including by informing parents of their right to invite the program to participate in all meetings;
 - Understand the purposes and results of evaluations and services provided under an IFSP or IEP.
 - Ensure their children's needs are accurately identified in, and addressed through, the IFSP or IEP.

Definitions/Acronyms

LEA - Local Education Agency
 IDEA - Individuals with Disabilities Education Act
 IEP - Individual Education Plan
 IFSP - Individual Family Service Plan
 INCA - Head Start and Early Head Start programs
 HS - Head Start program
 EHS - Early Head Start program

FEC - Family Engagement Coordinator

Dissemination of Policy

The policy will be made available to all Head Start employees through the agency's website @ www.incacaa.org. The agency will educate and train applicable employees and supervisors regarding the policy and any conduct that could constitute a violation of the policy.