

**Notice of Rights Under Section 504
of the Rehabilitation Act of 1973**

These rights apply to parents/guardians and students who have reached the age of majority, which in Massachusetts is 18 (eighteen), and are as follows:

1. The parent/guardian or student who has reached the age of majority has a right to receive a copy of a notice of procedural rights when the school district identifies, evaluates, refuses to evaluate, makes a new educational placement, denies a new educational placement or makes any significant change in the placement of the student because of the student's disability or suspected disability.
2. The parent/guardian or student who has reached the age of majority has the right to an evaluation of the student if the school district has reason to believe that the student has a mental or physical impairment that substantially limits learning or some other major life activity. The parent/guardian or student who has reached the age of majority has the right to this evaluation before any plan for accommodation and before any subsequent significant change in the educational placement of the child. An example of a significant change in educational placement is a referral for expulsion.
3. The student has the right to a free appropriate public education. The parent/guardian is responsible for the same costs as the parents/guardians of children who are not disabled.
4. To the maximum extent possible, the student has the right to be educated with children who are not disabled.
5. The parent/guardian or student who has reached the age of fourteen or older or entered ninth grade has the right to examine all relevant records the school maintains on the student.
6. The parent/guardian or student who has reached the age of majority has the right to an impartial due process hearing if they wish to contest any action of the Cambridge Public Schools with regard to their student's identification, evaluation, or placement under Section 504 of the Rehabilitation Act.
7. If the parent/guardian or student who has reached the age of majority wishes to contest an action taken by a Section 504 team by means of an impartial due process hearing, a Request for Hearing must be submitted to the Bureau of Special Education Appeals (BSEA), Division of Administrative Law Appeals, One Congress Street, Boston, MA 02114, or by fax to the BSEA at 617-626-7270. This written request for a hearing must also be submitted to the attention of the Superintendent of Schools, Cambridge Public Schools, 159 Thorndike Street, Cambridge, MA 02141. If the parent/guardian or student who has reached the age of majority ultimately disagrees with the decision of the hearing officer, they have

a right to seek review of that decision by filing a complaint with the federal district court.

8. If the parent/guardian or student who has reached the age of majority has other issues surrounding the student's education that do not specifically involve identification, evaluation or placement, the parent/guardian or student who has reached the age of majority has the right to present a grievance or complaint to the school district's Section 504 Coordinator, who is the Assistant Superintendent for Student Services for the Cambridge Public Schools. This office is located on the first floor of 159 Thorndike Street, Cambridge, Massachusetts. The telephone number of the Office of Student Services is 617-349-6500.
9. The parent/guardian or student who has reached the age of majority also has the right to file a complaint with the Office of Civil Rights of the United States Department of Education, 5 Post Office Square, 8th Floor, Boston, MA 02109
Phone: 617-289-0111; Fax: 617-289-0150.