



Afterschool Accommodation Request Form for Students with Disabilities

*Request form is only for students with disabilities under IDEA or Section 504 and only applicable for participation in **school-sponsored** clubs or activities. Student must meet any applicable criteria for participation— see reverse side for more information.*

Student Name: _____ DOB: _____ ID#: _____

School: _____ Grade: _____

Check if applicable:

Student has current ___ IEP ___ 504 plan ___ Health protocol ___ Safety plan ___ FBA/BSP

Student’s physical or mental impairment: _____

___ 504 eligibility/plan attached

___ current sped eligibility/IEP in OR SPED

Student would like to participate in _____

What accommodations are needed for student to access activity? _____

When and where are accommodations needed? (start/end dates, days, times, location) _____

Who participated in determination of needed accommodations? (List name/title) _____

Request form completed by _____ on _____

School Staff Name/title

mm/dd/yy

Submit to: studentservices@pps.net

For Office Use Only

Received (date) _____ by (whom) _____

Verified: ___ disability ___ activity ___ accommodations

Action:

See reverse for more information

Portland Public Schools

Information about Accommodations for After School Activities

What is a “school sponsored” program or activity? School-sponsored programs and activities are under the supervision of school staff with the approval of the principal or building administrator.

Indicators of School Sponsored Program or Activity	Indicators of other program or activity
Has school staff sponsor who is supervising the activity No public use of buildings approval required Listed as school-sponsored club or activity in student handbook	No school staff sponsor Organized or under the jurisdiction of SUN program, PTA, or other parent or community organization Public use of buildings approval required Student led volunteer activities (that may be an extension of a school sponsored activity)

Who is eligible for accommodations? Students with disabilities under Section 504 or IDEA (special education) are eligible for accommodations necessary to participate in school-sponsored afterschool activities if they meet criteria for participation.

When must accommodations be provided? Accommodations must be provided when necessary for a student with disabilities to access district programs or services, including participation in try-outs and the activity itself.

Examples:

A student who is deaf (on an IEP) wants to play basketball. The school has tryouts for basketball and the student is selected for the team. This student is eligible for necessary accommodations for try outs and for team participation.

A student with diabetes (on a 504 plan) wants to participate in a school-sponsored bowling club. Anyone can participate – there are no performance criteria. This student is eligible for necessary accommodations.

A student with ASD (on an IEP) wants to participate on a school-sponsored cross-country team. Anyone can participate – there are no performance criteria for participating on the cross-country team. This student is eligible for necessary accommodations.

A student with ASD (on an IEP) wants to participate on the school’s dance team. The dance team has try-outs and the student is not selected. This student is not eligible for necessary accommodations to participate on the team.

Who determines what accommodations are needed? A school team determines what accommodations are needed. This could be a student’s IEP team, 504 team or ad hoc team of persons who are knowledgeable about the student, about accommodations and about the activity.

Does this form and process apply to non-school sponsored programs or activities? No. PPS only provides accommodations for school-sponsored programs or activities. For information about non-PPS programs or activities, please contact the sponsoring organization directly.