



Illinois State Board of Education

100 North First Street
Springfield, Illinois 62777-0001

PARENT/GUARDIAN NOTIFICATION OF NON-IMPLEMENTATION OF SERVICE

SPECIAL EDUCATION DEPARTMENT

DATE: _____

STUDENT'S NAME: _____ STUDENT'S DATE OF BIRTH: _____

Dear: _____:

(Parent(s)/Guardian(s) Name)

If, at a meeting to develop or revise a child's individualized education program (IEP), the IEP team determines that a certain service is required in order for the child to receive a free, appropriate public education and that service is not implemented within 10 school days after the service was to be initiated as set forth by the child's IEP, then the local education agency shall provide the child's parent or guardian with written notification that the service has not yet been implemented. The notification must be provided to the child's parent or guardian within 3 school days after the local education agency's non-compliance with the child's IEP and must inform the parent or guardian about the school district's procedures for requesting compensatory services. (Section 14-8.02f(d-5) of the School Code) For purposes of this Section, "school days" does not include days in which a child is absent from school for reasons unrelated to a lack of IEP services or when the service is available but the child is unavailable.

Date services were required to initiate	Provider Name/Title	Specific service not being implemented

Explanation of the school district's procedures for requesting compensatory services:

To discuss your procedural safeguards, concerns, and/or questions regarding this issue of non-compliance please contact:

Name: _____ Title: _____ Telephone: _____

Sincerely,

(Signature)

Name: _____

Title: _____