## THE COMMONWEALTH OF MASSACHUSETTS Department of Early Education and Care

**Group and School Age Child Care Licensing** 

TECHNICAL ASSISTANCE: SERVING CHILDREN WITH DISABILITIES

Child Identified at Intake Child Identified After Enrollment Accept Child's Application Observe Child and Assess Needs Meet with Parents Gather information re: child's needs from parents and from schools and/or health care or service providers, if parents consent in writing Document in writing specific accommodations required (child's participation, equipment, facility alterations, group sizes or staff:child ratios) Determine whether the accommodations required present an unreasonable or undue burden, considering the nature and cost, impact on the program, financial resources of the program and availability of funding or services elsewhere. If the necessary accommodations If the necessary accommodations do would cause an undue burden to the not cause an undue burden to the program, 1)notify parent in writing; 2) program, 1) enroll the child and/or notify parent that s/he may request make appropriate accommodations; an EEC review of the program's and 2) work with local service decision. providers, schools and others to serve child, if parents consent.

Inform parents of other available services and /or prepare child for termination.