

Belleville Area Special Services Cooperative

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Belleville, IL 62221

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September 5, 2019

Dear Parents of Students in the BASSC Instructional Programs:

I hope that the school year is starting out well for all of our BASSC families. We sincerely appreciate the opportunity to work with your children, and like you, we want the very best for them.

This letter is being sent to you due to a new legal requirement for school districts to make families aware of their right to receive Related Service Logs pertaining to their child. Many of our students in the BASSC programs receive various related services, such as Speech Therapy, School Social Work, Physical Therapy, Occupational Therapy, Audiology, and Counseling, to name a few. If your son or daughter receives any of these services, you now have the right to have access to Related Service Logs if you choose. Related Service Logs include documentation of the services provided throughout the year, as well as the date and duration of the service. These logs will now be made available to you at each Annual Review IEP meeting for your child, as well as any other time upon request by you. In addition, these Related Service Logs will also become part of your child's official temporary record.

There is no action required on your part, we simply wanted to make you aware of this change. If you have any questions please don't hesitate to contact me or your child's program supervisor.

Thanks again for allowing us to work with your children.

Sincerely,

A handwritten signature in blue ink, which appears to read 'Jeff Daugherty'.

Jeff Daugherty
Executive Director