



Learning Disabilities Policy

This policy replaces all previous Learning Disabilities policies.

Introduction

It is important for all Ohio Department of Higher Education Aspire programs to address serving the needs of students with learning disabilities (LD) and at a later point, students with other special needs. This LD policy along with the online LD Policy and Planning Guide will guide Aspire programs on how to provide services to students with learning disabilities. All Ohio Aspire programs will be held to the policy statements below.

General Requirements

Laws and Legal Implications

Policy 1.0 Aspire programs will not discriminate against individuals with disabilities and will ensure that all services are accessible. Federal law requires that Aspire programs meet the administrative requirements of the Americans with Disabilities Act.

Considerations:

Does the program have an ADA coordinator, public EEOC statement, and grievance policy; does the program review annually LD policies and practices; does the program identify and remedy challenges for serving students with learning disabilities?

Laws and Legal Implications - LD Policy and Planning Guide, page 7

Screening

Policy 2.0 Aspire programs will have a documented learning disabilities screening process in place.

Considerations:

What screening instrument will the program use (Washington 13, PowerPath, Adult Learning Disabilities Screening); who is offered a screening; when is the screening offered; how are results shared with the student; how will results be used to modify and adapt instruction; which staff will be appropriately trained to administer the screening?

Policy 3.0 Aspire programs will maintain a signed waiver if a student declines a learning disabilities screening.

Considerations:

What is the program's procedure for obtaining a waiver and properly storing waiver information?

Policy 4.0 Aspire programs will keep confidential all information related to students' disclosure and documentation of disability and/or screening information. In the case of the latter, a program will obtain a signed and dated Release of Information from the student in order to share screening information.

Considerations:

What is the program's procedure for obtaining a release of information and properly maintaining confidentiality of student records?

Screening - LD Policy and Planning Guide, page 10

Referral and Diagnosis

Policy 5.0 Aspire programs will maintain current information about professional diagnosis, vision screening, and hearing screening and make it accessible to students with suspected, disclosed or diagnosed learning disabilities and/or vision or hearing difficulties.

Considerations:

Does the program have local professionals identified? What procedures are in place for providing students with the referral information?

Referrals and Diagnosis - LD Policy and Planning Guide, pages 15 & 16

Instructional Adaptations

Policy 6.0 Aspire programs will provide instructional adaptations to assist students with suspected or documented learning disabilities success.

Considerations:

What adaptations are provided in the classroom; how is the student introduced to the adaptation; what procedure is in place for determining if the adaptations are helpful or need to be modified?

Universal Design for Learning in the Aspire Classroom - LD Policy and Planning Guide, page 17

Accommodations

Policy 7.0 Aspire programs will provide accommodations to students with diagnosed learning disabilities to help ensure they have equal access to services.

Considerations:

Has the student received instruction needed to benefit fully from the accommodation; Does the program avoid providing accommodations that may not be available on standardized testing or in the workplace; Does the program take inventory of the accommodations it can provide based on diagnostic testing; Is there a procedure for documenting the use of the accommodation and its effectiveness in instructional and testing situations?

Accommodations in the Aspire Classroom - LD Policy and Planning Guide, page 20

Professional Development

Policy 8.0 Aspire programs will have sufficient number of staff members adequately trained to understand the legal requirements surrounding service to students with learning disabilities, to administer LD screenings and to plan and implement instructional adaptations and accommodations.

Considerations:

What procedures are in place to ensure all staff have completed the required LD trainings (i.e. Learning to Achieve); what other staff activities are conducted regarding LD?

Professional Development - LD Policy and Planning Guide, page 34 and the [Professional Development policy](#)

Data Tracking

Policy 9.0 Programs will collect data for input into ABLElink per ODHE and ODE requirements.

Considerations:

What procedures are in place to ensure that required information (screening, referral, and accommodation) from the special needs or student registration form are recorded in ABLELink?

Compliance

Policy 10.0 Aspire programs will annually review the Learning Disabilities policy with staff.

Considerations:

Does the program have procedures for reviewing the policy at least annually at staff meetings; Does the program have an employee LD policy sign-off form that indicates staff members have read and understand the LD policy?