



MEMO

TO: LEA Assessment and Special Education Coordinators

FROM: Michelle Blakey-Tuggle, Assessment and Accountability

Date: February 26, 2014

RE: Emergency Standard Accommodations for Students with Injuries

At times, students suffer from unforeseeable circumstances prior to and during the testing window. If as a result of these unforeseeable circumstances, a student requires a standard accommodation for the state assessment, the student may be provided the necessary accommodation or accommodations. As with all accommodations, the accommodations must be documented on the state assessment data grid of the student's test booklet. The student should have time to practice the accommodation prior to it being used on the assessment. For accommodations monitoring purposes the LEA Assessment Coordinator should have written record of why this student was given an accommodation not documented on a formal education plan.

This exception pertains only to unforeseeable circumstances, and not those that could have been reasonably predicted by school or district personnel. For example, a student breaks his or her writing arm shortly before or during the testing window and is physically unable to write in the test booklet. The student would qualify for a scribe or oral response to the test as a standard accommodation.

LEA Assessment Coordinators must complete the **Emergency Standard Accommodations for Students with Injuries form** and provide a doctor's statement or medical release form identifying the injury. Documentation must be submitted to OSSE by close of business, **April 11, 2014**. This form should be used only to request testing accommodations for students with temporary impairments (caused by injury, accident, etc.), that would make it difficult to participate in state assessments.

Should you have any questions regarding the use of the Emergency Standard Accommodations Request for Students with Injuries, please contact Michelle Tuggle at michelle.blakey-tuggle@dc.gov.