# Assurances for Approved Facility Schools

The following assurances apply to the education programs of Approved Facility Schools. Facility schools must provide assurances and complete policies and procedures as part of the process to maintain approved status with the Colorado Department of Education – Office of Facility Schools and Colorado Facility Schools Board.

## Special Education Assurances

These assurances are specifically related to special education services and programming.

1. The school maintains a Quality Standards notebook or electronic portfolio. (Monitoring)
2. Written notification is submitted to the CDE-Office of Facility Schools regarding changes in programming or special education leadership. (Monitoring)
3. The school provides FAPE. All special education students placed in a facility school by a public agency have the right to a Free Appropriate Public Education (FAPE).
4. All educational staff employed by the facility must hold a current CDE license appropriate to their job assignment.
5. All students included in the tuition cost reimbursement billing are those receiving special education services, with a current Individualized Education Program (IEP), in an educational program with appropriate licensing and staff.
6. The tuition cost reimbursement application is submitted per the timeline. (Monitoring)
7. The school complies with all federal (Individuals with Disabilities Act) and state (Exceptional Children’s Education Act) regulations in the provision of special education programming and services.
8. Comply with the requirement to have a Comprehensive Plan and Policies/Procedures for the education program, specifically 1CCR 304-1, 302 (2)(e).
9. The facility school must request the IEP upon acceptance/placement of a special education student. Special education students have a right to education and related services identified on the IEP. If the facility does not employ the necessary instructional or related service provider staff specified on the IEP, the home school district must be contacted, and appropriate services included in the contract. Special education students must be served regardless of rates or tuition costs set.
10. Educational services are provided in the Least Restrictive Environment (LRE) appropriate for the student. The educational placement decision is made by the student’s IEP team and is separate from decisions regarding residential placement. Any student placed in a residential facility that can appropriately be served by the public school, has the right to attend the public school.(Policies/Procedures)
11. The school may remove a student from the classroom if the student’s behavior is dangerous to themselves or others or is unsafe or inappropriate in the school setting. A plan must be in place that outlines how the student will be allowed to rejoin his/her class. A child in residential treatment is not restricted to his/her sleeping room or denied access to educational services for a set length of time as a consequence for behavior.

## General Assurances

These general assurances apply to all approved facility school programs and services.

1. The school ensures good faith compliance with all statutory and regulatory requirements.
2. The school articulates a clear educational mission, vision, and/or philosophy that includes a focus on the students with whom the school serves. (Accountability Standard 1)
3. All students placed in a facility school by a public agency are entitled to an education and services comparable to that of a public school. Comparable is defined by staff qualifications and the amount of instructional time.
4. The school day is religion free. Any religious activities are conducted outside of school instructional hours.
5. The school maintains complete policies and procedures for the education program. Best practice is to review and update the manual annually. The board of directors, CEO, or their designee for each facility must provide acknowledgment of the policies and procedures.
6. The school submits timely notification to the CDE-Office of Facility Schools regarding any significant changes to programming, services, or the school location.
7. The school complies with accounting standards for the use of public education funds.
8. All students included in Facility School state revenue funding are those receiving educational services in programs with appropriate licensing and staff.
9. The student enrollment and attendance reporting for state funding is submitted on time, monthly.
10. The school utilizes the standards for accountability, common assessment(s), curriculum guides, graduation requirements, and student information system as appropriate per the facility school student population.
11. Students in the facility school participate in the state assessments.
12. The school complies with current safety drills, inspections, and safety/emergency planning and training. (Accountability Standard 2) (e.g., fire inspections, med training, crisis intervention training, first aid)
13. The school improvement plan is submitted annually and in a timely manner, meeting specified requirements.

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*Compliance with the above-stated assurances constitutes one of the conditions of approval and the receipt of state education funds and is binding upon the agency for the duration of the approval. In the event of failure to comply with these assurances, it is understood that funds may be terminated and approval status revoked. As a result, the right to receive further assistance may be denied.*

Name of Facility

Special Education Director Date

Educational Coordinator Date

Program Administrator/CEO Date