

**PERMISSION TO REEVALUATE / AGREEMENT THAT REEVALUATION IS UNNECESSARY**  
**Preschool Early Intervention (EI) Program**

Date Sent/Given to Parent/Guardian		Date Received from Parent/Guardian	
Child's Name and Date of Birth			
Name and Address of Parent/Guardian			

Dear

<input type="checkbox"/>	The law requires a reevaluation to be conducted at least once every 2 years, unless the parent and preschool agency agree that a reevaluation is not necessary. We are recommending that a reevaluation is unnecessary at this time because:
<input type="checkbox"/>	We have reviewed existing evaluation data concerning your child and made the recommendation that there is a need for additional data. We are recommending that a reevaluation is necessary at this time because:
<p>In the reevaluation, the early intervention preschool agency will review your child's educational strengths and needs (as shown by performance levels, assessment results, current classroom-based observation and assessment or current observation and assessment from the child's program, a review of existing data, and information from you). Specific types of assessments and/or procedures that will be used in the reevaluation include the following:</p> <p>We request your consent to conduct this reevaluation. Consent is needed before we can begin. However, please be aware that after reasonable attempts, if we have not received your response, we are permitted by law to proceed with the reevaluation.</p> <p>The reevaluation is proposed for the following date(s):</p> <p>The early intervention preschool agency will form a multidisciplinary team to conduct the reevaluation. As a parent/guardian, you are a member of the team. If a team meeting is held, you will be invited. Information from you is to be considered by the team as part of the reevaluation process. If you want to send written comments, please do so.</p> <p>The multidisciplinary team will determine whether your child continues to have a disability and continues to need special education and related services. The findings from the reevaluation will be contained in an Evaluation Report (ER) and will be given to the Individualized Education Program (IEP) team. The ER is to be completed and a copy presented to you no later than 60 calendar days after the early intervention preschool agency receives written parental consent for the reevaluation.</p>	

You may contact me if you have any questions or concerns or if you need the services of an interpreter.

EI Program Contact Person	
Position	
Address	
Telephone	

<b>DIRECTIONS for PARENT/GUARDIAN</b>		
<b>Please check the appropriate boxes below, sign, and return this form to the contact person above:</b>		
<input type="checkbox"/>	I agree that a reevaluation is unnecessary at this time.	
<input type="checkbox"/>	I request a reevaluation	
<input type="checkbox"/>	I consent to the reevaluation as you propose.	
<input type="checkbox"/>	I do not agree with the proposed reevaluation. I would like to schedule:	
<input type="checkbox"/>	<input type="checkbox"/> Informal meeting to discuss this request with preschool personnel	
<input type="checkbox"/>	<input type="checkbox"/> Prehearing conference	
<input type="checkbox"/>	<input type="checkbox"/> Mediation	
<input type="checkbox"/>	<input type="checkbox"/> Due process hearing	
<b>Parent/Guardian Signature</b>	<b>Daytime Telephone</b>	<b>Date</b>

A copy of the *Procedural Safeguards* explaining your rights is available from your child's preschool early intervention program.