

# POLICY

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## GREENBURGH-NORTH CASTLE UNION FREE SCHOOL DISTRICT

### **SUBJECT: DISCHARGED STUDENTS**

It is the policy of Greenburgh North Castle UFSD to discharge students with disabilities in timely manner. Students will be discharged for a variety of reasons, including:

- Graduation
- Transfer
- Aging out
- Dropping Out
- Death

Upon determination of pending exit or discharge from GNC a CSE meeting is convened outlining a discharge plan.

- For students graduating the program GNC could:
  - Assist in application process for post-secondary education or training
  - Assist in accessing adult services such as VESID, FEDCAP or Job Corps
  - Assist in application for financial aid and or housing
  - Assist in job placement or internships
- For students transferring to a different district, GNC:
  - Will make available all education documents including:
    - Current IEP
    - Transcripts
    - Report Cards
    - Progress Reports
    - Any local evaluations
    - Behavioral Reports
    - Clinical Summaries
  - Will be available for initial CSE meetings for the receiving district
- For students aging out, GNC could:
  - Assist in accessing adult services such as VESID, FEDCAP or Job Corps
  - Assist in application for federal assistance and or housing
  - Assist in job placement or internships

- For students dropping out, GNC makes every effort to encourage their return. If drop out is unavoidable then GNC would:
  - Notify local school district or public agency (DSS, ACS, OCFS)
  - Notify NYSED
  - Notify CPS
  - Maintain student records for possible return to district before the age of 21
- For the untimely death of a student, GNC would:
  - Inform NYSED, local school district and public agency (DSS, ACS, OCFS)