



## LOS ANGELES UNIFIED SCHOOL DISTRICT

### DIVISION OF SPECIAL EDUCATION

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### PARENT/GUARDIAN'S GUIDE TO EXPLORING NONPUBLIC SCHOOL (NPS) PLACEMENT OPTIONS

An Individualized Education Program (IEP) meeting has been recessed to explore your student's acceptance in a Nonpublic School (NPS) or to a NPS that is affiliated with a Residential Treatment Center (NPS/RTC). This guide is intended to assist parents or guardians who hold the student's educational rights in understanding the process of enrolling in a NPS or NPS/RTC which contracts with the LAUSD.

A NPS is a private, nonsectarian school, contracted with the LAUSD to serve students and deliver all services specified in the student's IEP. A NPS is a private entity that sets its own admission criteria and has the right to refuse to enroll a student if they believe that they cannot meet his/her needs. Some of our District-contracted Nonpublic Schools are affiliated with Residential Treatment Centers which provide room and board and educationally based counseling services to students who qualify. Enrollment in a NPS that is affiliated with a Residential Treatment Center (NPS/RTC) is a voluntary placement.

**To be accepted at a NPS, the student and parent must interview and the student must meet admission criteria of the NPS.** Please be advised that no NPS may enroll a student prior to an IEP team meeting being held, and an IEP being signed in agreement by the student's educational rights holder, **that names the identified NPS** as the District's offer of Free Appropriate Public Education (FAPE). The student has the right to remain in the current public education program, or an alternate placement, until enrollment begins in a NPS.

When your student's LAUSD IEP team meeting has been recessed to explore NPS options, the LAUSD Special Education Service Center-Operations shall issue a **referral letter** to the student's educational rights holder, which names suitable contracting NPSs which are able to meet the needs of the student, as per his/her IEP. Please be aware that the number of appropriate public NPSs able to serve a student's needs vary depending on his/her needs, as per the IEP, the child's address and individual NPS availability. Once the IEP team meeting has been recessed, it must be reconvened within 30 days.

Upon receipt of the NPS referral letter, the parent/guardian should immediately contact the NPSs listed to schedule **intake interviews**. During the intake interviews, the student and parent meet together with the NPS admissions team. If necessary, the referring District-operated school can assist the parents/guardians in setting up NPS interviews and following through with paperwork and any next steps. For further assistance with the NPS referral process, please contact either your local district Special Education Service Center Administrator or the Special Education Service Center-Operations at 213-241-6701.

**To be accepted at a NPS/RTC, the student must meet the admission criteria of the NPS/RTC.** Please be advised that no NPS/RTC may enroll a student prior to an IEP team meeting being held, and an IEP being signed in agreement by the student's educational rights holder, **that names the identified NPS/RTC** as the District's offer of Free Appropriate Public Education (FAPE). The student has the right to remain in the current public education program, or an alternate placement, until enrollment begins in a NPS/RTC.

The NPS/RTC placement referrals are processed by Psychological Services/ERMHS Department. Parents are contacted by the NPS/RTCs once student is accepted by a NPS/RTC. Please be aware that the number of appropriate public NPS/RTCs able to serve a student's needs vary depending on his/her needs, as per the IEP, and the NPS/RTC availability. Once the IEP team meeting has been recessed, it must be reconvened within 30 days. For further assistance with the NPS/RTC referral process, please contact the Psychological Services/ERMHS Department at (213) 241-8303.

**When your child has been accepted to a NPS or NPS/RTC**, the parent/guardian should immediately contact the referring public school in order to schedule a reconvene of the IEP team meeting. The referring public school will, in turn, confirm acceptance with the NPS and/or with the Special Education Service Center-Operations; or for NPS/RTC referrals confirm acceptance with the Psychological Services/ERMHS Department. Your child's recessed IEP team meeting will be reconvened following the completion of the intake process and the identification of an appropriate NPS or NPS/RTC, if available. The reconvened IEP team meeting will identify and document the identified NPS or NPS/RTC as the student's next placement and will review the services your child will receive upon NPS or NPS/RTC enrollment. (Should no appropriate NPS or NPS/RTC be available, the IEP team meeting will still be reconvened in order to discuss and identify an appropriate placement.)

If, as a result of your child's IEP, he/she is being considered for placement in a **Nonpublic School that is affiliated with a Residential Treatment Center (NPS/RTC) located outside of Los Angeles County**, some travel expenses associated with your child's initial placement, your subsequent counseling visits to meet with your child and his/her counselor or your child's counseling visits home **may** be payable by the LAUSD Division of Special Education, Psychological Services/Educationally Related Mental Health Services (ERMHS) Department. The IEP team Administrator will provide you with a copy of the *Nonpublic Schools/Residential Treatment Center (NPS/RTC) Travel Guidelines*, which outlines this process.

Please note that all NPS/RTC services provided by LAUSD are educationally based. As such, please consult your private physician, mental health provider, or community or appropriate Los Angeles County agency for assistance with any medication management or other medical needs your child may have. Before placement can occur, Attachment D-2 forms must be completed and returned to the IEP meeting Administrator/Designee.

Should you need assistance during the NPS referral process, please contact either your local district Special Education Service Center Administrator or Special Education Service Center-Operations at 213-241-6701. For further assistance with the NPS/RTC referral process, please contact the Psychological Services/ERMHS Department at (213) 241-8303.