



**Shippensburg Area School District**  
**317 North Morris Street**  
**Shippensburg, PA 17257**  
**717-530-2716**

## Information Regarding Section 504 of the Rehabilitation Act of 1973

Section 504 is an Act prohibiting discrimination against anyone with a handicap in any program receiving federal financial assistance. The Act defines a person with a handicap as anyone who:

1. has a mental or physical impairment which substantially limits one or more major life activities, including activities such as caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working;
2. has a record of such an impairment; or
3. is regarded as having such an impairment.

In order to fulfill its obligation under Section 504, the Shippensburg Area School District recognizes a responsibility to avoid discrimination in policies and practices regarding its personnel and students. No discrimination against any person with a handicap will knowingly be permitted in any of the programs and practices of the school system.

The school district has specific responsibilities under the Act, which include the responsibility to identify, evaluate, and, if the child is determined to be eligible under Section 504, afford access to educational services.

If the parent or guardian disagrees with the determination made by the professional staff of the school district, she or he has a right to a hearing with an impartial hearing officer.

The Family Educational Rights and Privacy Act (FERPA) also specifies rights related to educational records. This Act gives the parent or guardian the right to: (1) inspect and review her/his child's educational records; (2) make copies of these records; (3) receive a list of all individuals having access to those records; (4) ask for an explanation of any item in the records; (5) ask for an amendment to any report on the grounds that it is inaccurate, misleading, or violates the child's rights; and (6) a hearing on the issue if the school refuses to make the amendment.

If you have questions, please feel free to contact Mrs. Kay Gillet, Section 504 Coordinator, at phone number (717) 530-2700 x1041.