

Appendix C:

How do I refer my child?

Parents, teachers, physicians or any concerned person can refer a child for potential special education services.

Birth thru Age 5:

Referrals for preschool children ages birth thru 5 may be made by contacting the Early Childhood Special Education Office at (651)480-7446.

K-12:

Referrals for students in Kindergarten through grade 12 may be made by contacting the child's teacher, counselor or the principal of the school your child attends.

Hastings High School:

200 General Sieben Drive, Hastings, Minnesota 55033,
Phone: (651)480-7470

Hastings Middle School:

1000 West 11th Street, Hastings, Minnesota 55033
Phone: (651) 480-7060

Kennedy Elementary:

1175 Tyler Street, Hastings, Minnesota 55033
Phone: (651) 480-7221 or (651) 480-7220

McAuliffe Elementary:

601 West 12th Street Hastings, MN 55033
Phone: (651) 480-7390

Pinecrest Elementary:

975 West 12th Street, Hastings, Minnesota 55033
Phone: (651) 480-7280 or (651) 480-7281

Hastings Area Learning Center:

200 General Sieben Drive, Hastings, Minnesota 55033,
Phone: (651)480-7470

Once a referral is received, a team of professionals will meet to review the concerns and determine how to proceed. Options available to the team in attempting to resolve the reported academic or behavior problem include:

- developing and implementing interventions within the general education setting that are designed to target the identified problem;
- making a referral to the [Section 504](#) team to determine if the student is eligible for and needs an Accommodation Plan.
- conducting a comprehensive evaluation to determine if the child is eligible for and needs special education instruction. If an evaluation is warranted, parents will be asked for their written permission to assess their child before any testing occurs.

What must occur prior to a special education evaluation for K-12 Students?

To assure that students are given ample opportunity to succeed within the general education program, [Minnesota Statute 125A.56](#) requires that schools implement and document at least two “instructional strategies, alternatives or interventions” within the general education classroom prior to referring a child for special education evaluation. This stage is called the ‘pre-referral process.’ In many instances, the child’s needs can be met by changing instructional strategies or through other interventions within the general classroom.

The duration of the pre-referral interventions are based on the individual child’s needs. The interventions must be of sufficient duration to allow the child to succeed from the new instructional strategies and/or interventions. However, the pre-referral process must not be used to unduly delay a special education evaluation if it becomes apparent the interventions are not successful.

For additional information

please contact:

Hastings Public School Special Services at (651) 480-7016