



Clearwater Central Catholic High School

“Where Possibility and Opportunity Meet”



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Transitioning Students with Exceptionalities into Catholic High Schools within the Diocese of St. Petersburg

Purpose:

- To ensure that a support system is in place to specifically accommodate each student with diagnosed physical or learning needs
- To allow for a smooth transition into one of the Diocese of St. Petersburg High Schools

Feeder Schools:

- Assist parents in choosing the high school that can best meet their child's specific needs
- Encourage parents to attend Open House
- Introduce parents to CCCHS Learning Specialist
- Initiate the process for initial or updated testing if needed. Testing can be completed by the child’s local public school for free. For more information, please visit: https://www.understood.org/en/school-learning/your-childs-rights/evaluation-rights/are-private-schools-required-to-evaluate-for-special-education?_ul=1*92jib4*domain_userid*YW1wLXpCUjhnTk0xQ3dMUm9odnhodi1BNFE.
- Diagnostic Testing must be current **within three years** of entry into high school
 - *Student will need to be re-evaluated their Junior year of high school if attending university.*

Parents/Guardians:

- Submit documentation to the high school Learning Specialist via email cquintana@ccchs.org or turn documents in to Admissions office via msharer@ccchs.org.

* **ALL** documentation, the diagnosis must be clearly stated, information must be current, and the educational, developmental, & medical history is present.

For a Diagnosed Learning Exceptionality requiring accommodations:

- Student must be tested by a physician with one or more Psycho-educational Battery of Tests, Cognitive Abilities Test and/or Academic Achievement Test in order to substantiate learning disabilities.

*Click the link below for equivalent assessment tools that may be acceptable: <https://accommodations.collegeboard.org/documentation-guidelines/disability-documentation>

AND

- School records:
- Most current report cards
- Most current Iowa Test of Basic Skills (ITBS) scores
- Student Support Plan

For a Diagnosed Medical Condition requiring accommodations:

- A letter, dated within one year of entry, from the diagnosing physician stating the diagnosis, treatment plan & classroom recommendations, as applicable, is required.

AND

- School records:
- Most current report cards
- Most current Iowa Test of Basic Skills (ITBS) scores
- Student Support Plan

Application Process: Parents complete the application process at the high school. Parents should **disclose** their child's special learning needs on the application, whether they **are or are not** seeking placement/services in the Student Support Program.

Placement Test: If the student is required to take a placement test and wants **extended time**, then all docs must be submitted to CCCHS **at least TWO weeks before the test.**

Acceptance notification: Following a review of the documentation, placement test scores, and input from pertinent sources, a letter of acceptance will be sent to the parent/guardian, and a transition meeting will be scheduled with the Student Support Team.

Transition Meeting Purpose:

- Receive input from the Learning Specialist, parent and student
- Discuss student's strengths & weaknesses
- Respond to parents & student's questions and concerns
- Determine placement options
- Formulate initial Student Support Plan

Typical Time Frame for Application Process:

October of Eighth grade	1. Apply to high school
Between October & December	2. Submit testing & documentation (within two weeks of taking placement test)
Between October & January	3. Data reviewed by Learning Specialist & Ed Leadership Team
December	4. Take Placement Test (if required)
March	5. Transition meetings invitations sent
April (TBA)	6. Transition Meeting held