

MECDHH/GBSD Policy & Procedure

CHILD FIND		File: IHBAC
Section I. Instruction	Adopted: 7/10/97	Revised: 12/7/23

MECDHH/GBSD seeks to ensure that all children within its jurisdiction are identified, located and evaluated who are school-age 5 and under the age of 22 and who are in need of special education and supportive assistance. This includes homeless children, state wards, state agency clients, students who have been suspended or expelled, children attending private schools receiving home instruction, children incarcerated in county jails, children who have the equivalent of 10 full days of unexcused absences or 7 consecutive school days of unexcused absences during a school year, highly mobile children (including migrant or homeless), and children who are suspected of being disabled and in need of special education and supportive assistance even though they are advancing from grade to grade.

Although the Maine Educational Center for the Deaf and Hard of Hearing & the Governor Baxter School for the Deaf (MECDHH/GBSD) does not have the responsibility for identification of deaf and hard of hearing students as described for School Administrative Units (SAUs) in Section IV.2 of the Maine Unified Special Education Regulations, it affirms its role in supporting services for students who are deaf or hard of hearing.

For students entering the Mackworth Island Preschool program, the program shall provide Child Find during the first 30 days of the school year for hearing peers.

This Child Find process shall include obtaining data on each child through multiple measures, direct assessment, and parent information regarding the child’s developmental and functional performance, gross and fine motor skills, receptive and expressive language skills, vision, hearing and cognitive skills. If the Child Find process indicates that a student may require special education and supportive services in order to benefit from regular education, the student shall be referred to Child Development Services to determine the student’s eligibility for special education services. MECDHH/GBSD will add the following wording to their enrollment paperwork for hearing peers; “Please let us know on this form if you have any disability concerns regarding your child that you think should be addressed.”

School staff, parents, or agency representatives or other individuals with knowledge of the child may refer children to the IEP team if they believe that the student, because of a disability, may be in need of special education and supportive services in order to benefit from regular education. Such a referral should follow Child Development Services referral policy.

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The Maine Educational Center for the Deaf and Hard of Hearing & The Governor Baxter School for the Deaf will annually send notice to all SAUs describing its services and programs for students who are deaf or hard of hearing. Special Education Directors will be requested to send referrals to MECDDHH/GBSD on an ongoing basis so that MECDDHH/GBSD can assist the SAUs with the referral process after the Child Find process is completed, provide appropriate services under IDEA, and ensure families are aware of the programs and activities available at MECDDHH/GBSD.

If MECDDHH/GBSD receives a direct referral for services from parents/caregivers, physicians, audiologists, or other non-school referral agency, MECDDHH/GBSD will ensure appropriate referrals are made to Child Development Services or the appropriate school district.

Legal Reference: 34 C.F.R. § 300.111 (2006)
Me. Dept. of Educ. Rule Ch. 101, IV 2(A), (C) (2015)
Me Dept. of Educ. Administrative Letter 1 (January 21, 2021)

Adopted: July 10, 1997
Revised and Adopted: November 1, 1997
Revised and Adopted: January 3, 2019
Revised and Adopted: December 7, 2023