

Connecticut State Department of Education - Bureau of Special Education
Special Education Complaint Form

This is a recommended form for the filing of special education complaints. You do not have to use this form to file a complaint although it will help you to include the required information. (Questions may be directed to Bureau staff at 860-713-6928.) Please complete this form and forward to the parents or school district (as appropriate) and send a copy to:

State Department of Education
Bureau of Special Education
P.O. Box 2219 - Room 364
Hartford, CT 06145-2219

Date: * 8/7/11 Person/Agency filing the complaint: [Redacted]

Address: [Redacted] Phone: [Redacted]

Windsbury CT 06070 Email: * [Redacted]
(town) (state) (zip)

Parent's Name (if different): * [Redacted] Phone: * [Redacted]

Child's Name [Redacted] Date of Birth * [Redacted]
(last) (middle) (initial)

Education Agency (school district) * Windsbury Public Schools

Name of School the Child Attends _____ Disability Category * Other Health Impaired

Child's Address: [Redacted]

Windsbury CT 06070
(town) (state) (zip)

Be specific as to why you believe that a requirement of the Individuals with Disabilities Education Act has been violated. Include a description of the relevant facts, the nature of the child's problem and a proposed resolution of the problem to the extent known and available at this time. Please forward a copy of this complaint to the education agency. If necessary, you may attach additional sheets as well as documentation of your complaint allegations.

Signature of Compl[aintant] [Redacted]

*Information requested is optional Revised February 2012

August 7, 2014

Director of Special Education
Simsbury Public Schools
Hopmeadow Street
Simsbury, CT

Regarding [REDACTED]

Dear Sir or Madam,

We are requesting the development and presentation of an Individualized Education Plan for [REDACTED] as is his right under the Individuals with Disabilities Education Act for a free and appropriate plan and placement for his education for the upcoming 2014-2015 academic year. We are asking that you develop and present as soon as possible and that you include all of the most recent consultations and evaluations that have been provided to you.

Sincerely
[Handwritten initials]

[REDACTED]