
January 26, 2018

RE: Letter of Response for Grievance filed

Dear _____,

This letter is in reference to concerns that were brought to the attention of DCPS on January 4, 2018 regarding _____
Specifically, you required 504 accommodations, access to the nurse, and access to her cell phone throughout the day.

In response, DCPS conducted an investigation which included speaking with you and _____ staff members. Based on that investigation, DCPS found the following:

- x Nurse _____ began working at _____
- x The 504 plan has been implemented since _____

In order to address these issues, DCPS implemented the following measures:

1. The 504 was reviewed and communicated with teacher _____ and Social Worker _____
2. _____ purchased a pair of noise reducing headphones and will provide them to _____ when they arrive.
3. The nurse schedule was reviewed and the current nurse was made aware of supports needed for _____ on _____
4. _____ no longer needs to submit her cell phone upon entry into the building.

If you are not satisfied with the outcome of this investigation, you have the right to file an appeal within 10 business days of receipt of this letter. The appeal must be submitted in writing. Appeal requests may be submitted via U.S. Postal Mail to 1200 First Street, SE 9th Floor; Attn: Resolution Grievance Division or via email at dcps.grievance@dc.gov. You may also contact the U.S. Department of Education Office on Civil Rights (800-421-3481) to report any educational discrimination on the basis of race, sex, disability, etc.

If you have further questions or concerns about this letter or other issues, please do not hesitate to contact us at dcps.grievance@dc.gov 202.442.5405. Thank you for taking steps to making DCPS a safe and welcoming environment.

Regards,

