

PURPOSE: This optional template is to support the individualized student planning for the delivery of special education and related services through remote learning during school building closure. The Contingency Plan is not intended to replace a student's IEP.

Student Name: _____ Student UID: _____
 Parent/Guardian: _____ Phone/email: _____
 LEA: _____ School: _____
 Meeting Date: _____ Meeting Method: email phone video other
 Interpreter needed? Yes No Language/modality: _____ Interpreter provided? Yes No

Date(s) of School Re-Opening Plans

Plan A: Minimal Social Distancing			
From:		To:	# of School Days:
Plan B: Moderate Social Distancing			
From:		To:	# of School Days:
Plan C: Remote Learning			
From:		To:	# of School Days:

Participants

Enter the names and roles of individuals participating in the development of the contingency plan:

Special Education Timelines

Date evaluation is due:		Due during facility closure?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, what is the plan for completion of the evaluation (initial or reevaluation), including parent participation?			
Date IEP is due:		Due during facility closure?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, what is the plan for completion of the IEP, including the participation of all IEP team members, including the parent (and student if appropriate)?			

Unique Needs during Remote Learning: Describe the student's anticipated needs for accessing remote learning instruction.

Parent input on remote learning priorities for the student during the school building closure:

Accommodations/modifications for remote learning: Describe additional supports needed by the student in the remote learning setting, and how and when they will be provided.

Accommodation/modification needed:	How and when will it be provided?

Supports for providers and family during remote learning instruction: Identify additional supports needed for the staff working with the student and those needed for the family.	
Supports needed for staff:	Supports needed for family:

Special education and related services to be provided through remote learning instruction¹:					
Service	Initiation Date	Frequency	Modality (e.g., worksheet, platform, program, etc.)	Duration Plan A,B,C	Staff Delivering Service
Specially Designed Instruction:					

Related Services:					

Description of services: Use the space below to document/describe additional information regarding the services delivered through remote learning instruction during school building closure.

Secondary transition and graduation planning: Describe the priorities for transition and graduation planning during the school building closure.	
Priority:	How will it be addressed?

Planning for when school resumes: Describe the plan for determining supports and actions once school buildings opens for students, including considerations for additional services and extended school year (ESY).

Other information: Use the space below to document any additional relevant information.

Adapted from: Special Education Continuous Learning Plan Form by Washington [Office of Superintendent of Public Instruction is licensed under a Creative Commons Attribution 4.0 International License.](#)

¹ Per [federal guidance](#), the U.S. Department of Education understands that there may be exceptional circumstances that could affect how a particular service is provided.