

Getting Organized!

How to organize your child's special education documents!

SUPPLIES:

- 4 inch binder
- Dividing tabs
- Notebook
- Print the four links below!

If you need assistance organizing your student's materials, don't hesitate to reach out and we will be there to guide you through this process!

Understood.org provides families with a wealth of tools to use in preparing and maintaining your student's IEP related documentation.

1. IEP binder checklist: Print this tool and use it to organize your student's IEP binder with corresponding tabs.

https://assets.ctfassets.net/p0qf7j048i0q/36i2xR7zdUv8DCRFgkiNOd/2e79cd31bb042b71b3b54be931a62bb8/IEP_Binder_Checklist_Understood.pdf

2. School Contact list:

https://assets.ctfassets.net/p0qf7j048i0q/507be9a2afae418a84866b5f0ee8e0a4_en-US/0628505a7466e7b9722d9a6be779eaa7/ContactListWhotoCallatYourChildsSchool.pdf

3. Parent Communication Log: Use this form to document communication with your child's providers

https://assets.ctfassets.net/p0qf7j048i0q/9a14750dfeca43e6a5fb22878932a68e_en-US/13fef5f090de199a7525d3630a174859/ParentTeacherCommunicationLog_ENG.pdf

4. IEP Tracker: keeping track of your student's progress is an ongoing process, so this tool might be helpful.

https://assets.ctfassets.net/p0qf7j048i0q/6lzRGGsmsxrp1sCjFuDEg0/c9f91f9fc774590f7e679e4bb797f033/IEP_Goal_Tracker_Understood.pdf

1/19/2021 Reference:

<https://www.understood.org/en/school-learning/special-services/ieps/how-to-organize-your-childs-iep-binder>