OCKRIM
FAMILY ADVOCACY

SPEAKING UP FOR YOUR CHILD

You're an equal member of the team

Ask questions, ask for materials early, take your time, and call for help if something feels off. Kevin is here to help with every step.

What you can do

Ask for the paperwork early
Illinois law generally requires the school to give you the written materials the team will review at least 3 school days before an IEP or eligibility meeting. Ask in writing. Details can differ if a meeting is scheduled sooner.

Take your time
You never have to sign on the spot. Ask to take the plan home and read it first.

Ask in writing for an evaluation
If you think your child needs support, you can ask the school in writing. Kevin can show you how.

Ask about an independent evaluation
If you disagree with the school's evaluation, you can ask about getting an independent one.

See your child's records
You can ask to see and get copies of your child's school records.

Bring someone with you
A partner, friend, or advocate can come to take notes and support you.

Ask questions
If you don't understand a word, a goal, or a decision, ask. You're part of the team.

Behavior is part of this
If behavior is a concern, ask the team to look at what your child needs: a behavior assessment (FBA), a behavior plan (BIP), and supports. Students with IEPs also have extra protections around suspensions, so ask early.

If you disagree

You never have to sign on the spot. Options include another meeting, IEP facilitation or mediation, a state complaint, or a due process hearing. These have deadlines, often one to two years, and some are much shorter. **Don't wait if you disagree.** Call or email Kevin and talk it through.

Keep a paper trail

- Make requests by email, so you have a record.
- After a meeting, email a short summary of what was agreed.
- Keep plans, reports, and emails in one folder.

Official information. Ask your school for the current Notice of Procedural Safeguards (ISBE form 34-57J), or visit **isbe.net** and search for the parent page for updates. Rules and forms change, so check there. Last checked November 2026.

Want help applying this to your child? Call or email Kevin to schedule a free, no-pressure consultation: **847-636-6254** · **kevin@ockrimfamilyadvocacy.com**.

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