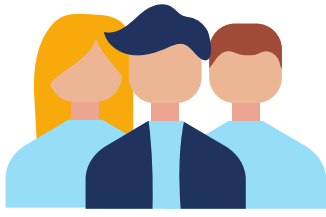


5 EASY STEPS TO DOCUMENTING DURING DISTANCE LEARNING



Know who's on your team.

Keep a list of each IEP team member, their role, and their contact information. **Document** when you make contact with them and vice versa, via email, phone, and/or text.



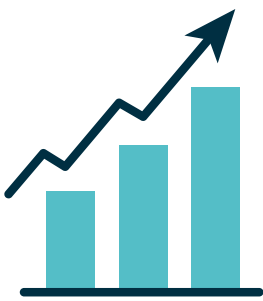
Time and services.

Is your child receiving their related and special education services during Distance Learning? **Document** how often your child has sessions with their school service providers (Speech, OT, etc.)



Accommodations.

Review your child's *accommodations* in their IEP. **Document** if you or IEP team members are providing these during Distance Learning (ex: extra time to complete assignments, etc.)



Progress towards goals.

Document examples of your child's progress or lack of progress towards their IEP goals.



How to document.

Take pictures of your child's work submitted online, take videos of your child's behavior, record your child reading aloud each week, monitor the amount of adult support needed to complete assignments using tally marks, etc.