

If Your Child Receives Services through Early Support for Infants and Toddlers (ESIT)

As your child approaches age 3, planning begins for what services may come next. If your child receives services through Washington's [Early Support for Infants and Toddlers \(ESIT\)](#), your Family Resource Coordinator (FRC) will guide this process. If your child may be eligible for special education, a transition conference will be held to decide if an evaluation is needed. If your child is found eligible, a plan called an Individualized Education Program (IEP) will be developed based on your child's individual needs.

TRANSITION BEGINS 6-9 MONTHS BEFORE YOUR CHILD'S THIRD BIRTHDAY

Transition Planning Begins

- The FRC starts talking about the transition out of ESIT services with the family
- A transition plan is added into the IFSP
- If your child is potentially eligible for an IEP, the FRC schedules a transition conference 6 months to 90 days before your child turns 3
- The FRC identifies and shares community resources

Transition Conference

- Explanation of parent's rights in special education
- Discussion early childhood special education and other service options
- FRC transmits your child's records to the school system, with your written consent, including the most recent IFSP and evaluations/assessments
- Development of a transition timeline
- Transition plan is updated

Evaluation for an IEP

- Begins with parent's signature of consent for evaluation
- School receives the records from ESIT
- Family provides information and concerns
- Child is evaluated for eligibility for an IEP
- Eligibility meeting is held within 35 school days

Not all children who qualified for early-learning support will qualify for an IEP. Children who are not eligible for IEP services might be eligible to receive accommodations and support through a [Section 504 Plan](#).

Support for School Readiness Before Kindergarten

If a student is having a hard time in their preschool or learning program and has a known or suspected disability, [the school district evaluates to see if the student qualifies for special education](#). This process is called [Child Find](#). In Washington State, a request for special education evaluation has to be in writing ([WAC 392-172A-03005](#)). Anyone who knows the student can make this request. The state provides a [form](#) you can use, but it is not required—any written request is acceptable.

- ☐ Use the [Sample Letter to Request an Evaluation](#) to write your request.
- ☐ Make a copy for your records.
- ☐ Call or go on the website of your local school district to identify the correct office, person, and address to mail (signed, return receipt requested), email, or hand-deliver your request.
- ☐ Track your child's progress through the evaluation process on the [IEP Referral Timeline](#).

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