



Tracking Special Education Services During Distance Learning

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During this time of Distance Learning, it is important for families to document IEP services received. Some students may need compensatory (make-up) services. Schools will decide on a case-by-case basis which students qualify. Use this log to record each day's services. Services include specialized instruction or related services* and any accommodations and modifications**. This tool can be shared with the child study team to ensure that IEP Services are being provided. If no services were provided on a given day, just write "no services" in the chart. See the examples below, then add your information. Maintain a separate log for each child.

Child's Name: _____

Date	Subject	Required service, accommodation, or modification	Required time per IEP	Provider	Time spent	Comments/Notes/Pictures regarding child's performance or regression
<i>Example 4-9-2020</i>		<i>OT</i>	<i>1 x per week for 30 minutes</i>	<i>Ms. Jones</i>	<i>20 min</i>	<i>Technology issue, only 20 min OT completed</i>
<i>Example 4-13-2020</i>	<i>Social Studies</i>	<i>Provide organizer or study guide</i>		<i>Mr. Hernandez</i>		<i>Received study guide just before test</i>

***Related services** may include, but are not limited to, counseling, occupational therapy, physical therapy, interpreting services, speech-language pathology and audiology services, psychological services, and medical services for the purpose of diagnosis and education of the child.

****Accommodations and modifications** may include, but are not limited to, extended time on tests, adaptive equipment, assistive technology, adaptive materials, class notes or modified curriculum, as identified on the child's IEP.