




**COUNTY OF SAN BERNARDINO  
PRESCHOOL SERVICES DEPARTMENT  
POLICY**

**NO. 01      ISSUE 1**  
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**EFFECTIVE: 07-01-10**  
Updated

**SUBJECT:**  
OBTAINING SPECIALIZED EQUIPMENT AND  
MATERIALS

**APPROVED: 10-21-10**  
  
**BY: Ron Griffin, Director**

**PURPOSE**

Specialized Equipment and Materials allow children with disabilities to participate in the Head Start program and has a positive effect on their development and progress.

**POLICY**

To provide the necessary equipment for a child with a disability so that this child will be able to function as independently as possible in the classroom.

**REFERENCE**

Head Start Performance Standards 1308.4(O)(6), 1304.53(b)(I)(iii)

**PROCEDURE**

Any item that makes it possible for a child with a disability to move, communicate, or address the objectives in the Individualized Education Program IEP/IFSP will be available for their participation in classroom or extracurricular activities with their peers. One or more of the following procedural steps will be followed to secure equipment and materials for the identified needs of a child with a disability.

1. The Disability Coordinator will identify agencies that provide services for children with disabilities. The Disability Coordinator and Health Specialist will assist parents to obtain expensive items through these resources. (i.e., a wheelchair, hearing aid). Agencies such as CCS, Medicaid, private insurance, etc. will be contacted.
2. The Disability Coordinator will consult with the agency providing special services about Head Start training for the teacher.
3. The Disability Coordinator will consult with the teacher on the use of the equipment before the child's first day in the program or as soon as it is available for the child's use. The teacher may request additional consultations anytime during the school year.
4. Teachers may also order materials through the Disability Unit or Classroom funds.