

BASE SCHOOL CHECKLIST FOR ALTERNATIVE SCHOOL PLACEMENT

St. Clair County Schools
 Ruben Yancy Alternative School
 466 10th Street • Ashville • AL • 35953
 Phone: 205-594-7492 Fax: 205-594-3258

Name of Student: _____

Name of Base School: _____ Grade of Student: _____

******Call RYAS for appointment time (594-7492)******

Date of intake conference: _____ Time of intake conference: _____

REQUIRED DOCUMENTS AND MATERIALS FOR INITIAL PLACEMENT

- Biographical Information
- Disciplinary Record
- Class Schedule [include teacher(s) name]
- Copy of lesson plans in each subject for a minimum of five (5) days
- Textbooks and school supplies (paper, pencils, etc.)
- Copy of Lunch Form

Transportation (check one):

- Regular Education Students – No transportation
- Special Education Students – No transportation unless written in IEP as a related service
- Special Education Students – Copy of IEP
- 504 – No transportation provided
- 504 – Copy of Manifestation hearing

NOTE:

PARENTS MUST BRING FORMS "A" AND "B", ALONG WITH DOCUMENTS LISTED ABOVE, AND SUPPLIES TO THE INTAKE CONFERENCE WITH THE DIRECTOR OR HIS DESIGNEE AT THE ALTERNATIVE SCHOOL.

PARENTS MUST ACCOMPANY STUDENT TO THE INTAKE CONFERENCE AT RUBEN YANCY ALTERNATIVE SCHOOL.