



# School Accommodations and Modifications: A Parent and Child Checklist

**Name of Student:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Directions** — It is important to identify, discuss, and include accommodations and modifications necessary to meet the specific needs of a student in an Individualized Education Program (IEP). Students who receive services under a 504 Plan also need the same kind of individual attention to their plans for accommodations and modifications. The following checklist might be a good starting point for you and your child to think about his or her individual needs to include in the IEP or 504 Plan. Check the ones you believe would be most helpful.

## **Textbooks and Curriculum**

---

### **Books: Accommodations**

- Provide audio books in accessible formats and have the student follow the text while listening
- Provide summaries of chapters
- Use peer readers
- Use a marker to highlight important textbook sections
- Provide two sets of classroom curriculum materials, one for home and one for school
- Provide the student with a list of discussion questions before reading the material
- Provide books and other written materials in alternate formats such as Braille, large print, audio formats, or digital text
- Explore use of assistive technology (such as Bookshare or Kurzweil)

### **Books: Modifications**

- Provide alternative books with similar concepts but at an easier reading level
- Give page numbers to help the student find answers

### **Curriculum: Accommodations**

- Provide a vocabulary list
- Substitute alternatives for long writing assignments (clay models, posters, panoramas, collections, electronic presentation, or oral presentation)
- Provide alternatives to reading aloud in front of the class
- Provide alternatives to crossword puzzles or word finds

### **Curriculum: Modifications**

- Shorten assignments to focus on mastery of key concepts
- Shorten spelling tests to focus on mastering the most functional words

---

## **Classroom Environment: Accommodations**

- Keep work space clear of unrelated materials
- Keep the classroom quiet during intense learning times
- Reduce visual distractions in the classroom
- Provide a computer for written work
- Seat the student close to the teacher or a positive role model
- Use a study carrel (provide extra carrels so that the student will not feel singled out)
- Seat the student away from windows, doorways, and radiators
- Provide a clear view of the board, teacher, and screen
- Keep extra classroom materials (pencils, paper) on hand
- Provide additional personal space between desks
- Post a visual schedule on student's desk
- Use a pass system for students needing frequent movement breaks
- Provide accessible classroom locations and accessible furniture (such as special desks, tables, chairs)
- Provide headsets to block noise
- Provide FM or sound field amplification system for listening
- Provide organizers for lockers/desk

## **Instructions and Assignments**

---

### **Directions: Accommodations**

- Use both oral and printed directions
- Highlight key words in directions
- Give directions in small steps using as few words as possible
- Number and sequence steps in a task
- Have a student repeat directions to check for comprehension
- Provide visual aids
- Show a model of the end product (such as a completed math problem or finished quiz)
- Stand near the student when giving directions
- Allow use of an assistive recording device to record directions

### **Time/Transitions: Accommodations**

- Alert student several minutes before a transition from one activity to another
- Provide additional time to complete a task
- Allow specified amount of extra time to turn in homework without penalty
- Provide assistance when moving between classrooms or around the building
- Allow student to leave classroom 2-3 minutes early to avoid crowded hallways
- Increase wait time for responses
- Provide a visual timer

### **Handwriting: Accommodations**

- Use worksheets that require minimal writing
- Use fill-in questions with space for a brief response rather than a short essay

- 
- Provide a “designated note taker” or photocopy of another student’s or teacher’s notes (do not expect student to arrange with another student for notes)
  - Provide outlines for videos
  - Provide print copy of any assignments or directions written on the board
  - Provide photocopy materials rather than requiring student to copy from the board or text book
  - Let the student use a technology to dictate answers
  - Provide access to word processing applications or software, portable note taker, tablet or similar device
  - Provide adaptive writing tools, pencil grips, slanted surface
  - Allow use of voice-to-text software for long written assignments
  - Allow student to dictate a writing assignment for a teacher or teacher’s aide to transcribe
  - Provide partially completed outlines of lectures for students to fill in the blanks
  - Explore use of alternate keyboard options and writing software

#### **Grading: Accommodations**

- Use daily or frequent grading and average into a grade for the quarter
- Weigh daily work higher than tests for a student who performs poorly on tests due to the disability
- Mark the correct answers rather than incorrect ones

#### **Grading: Modifications**

- Provide partial grade based on individual progress or effort
- Permit a student to rework missed problems for a better grade
- Use a pass-fail or an alternate grading system
- Average grades out when assignments are reworked or grade on corrected work

#### **Tests: Accommodations**

- Go over directions orally
- Permit extended time to complete tests
- Allow test to be taken in a room with few distractions
- Have materials read to the student and allow oral responses (for tests that don’t measure reading or writing)
- Divide tests into small sections of similar questions and problems
- Allow the student to complete an independent project as an alternative test
- Provide study guides and study questions that directly relate to tests
- Provide a sample or practice test

#### **Tests: Modifications**

- Use recognition tests (true-false, multiple choice, or matching) instead of essays
- Grade spelling separately from content
- Provide the first letter of the missing word
- Allow take-home or open-book tests
- Provide a vocabulary list with definitions
- Provide possible answers for fill-in-the-blank sections

---

### **Math: Accommodations**

- Allow the student to use a calculator without penalty
- Group similar problems together (such as all addition in one section unless testing to see if student can determine which function to use)
- Provide fewer problems on a worksheet (e.g., 4 to 6 problems a page rather than 20 or 30 but the same total number of problems)
- Use enlarged graph paper to help the student keep numbers in columns
- Provide a table of math facts for reference (unless testing math facts)
- Tape a number line to student's desk
- Read and explain story problems or break problems into smaller steps
- Use pictures or graphics
- Circle math computation signs
- Require the student to complete fewer problems to focus on mastery of concepts

### **Math: Modification**

- Focus on mastery of more functional math concepts

### **Behavior: Accommodations**

- Pair student with students modeling good behavior for classwork, projects, and mentoring
- Reward positive behaviors
- Create a “back pocket pass” the student can use to leave the classroom without asking permission
- Use non-verbal cues or code word to communicate inappropriate behavior
- Establish plan to manage side effects of medication (such as water bottle for thirst, extra bathroom breaks)

### **Other Accommodations**

- Check progress and provide feedback often in the first few minutes of each assignment
- Introduce an overview of long-term assignments so the student knows what is expected and when it is due
- Provide structured assignments with lists for the student to cross off when finished
- Break long-term assignments into small, sequential steps with daily monitoring and frequent grading
- Have the student practice presenting in a small group before presenting to the class
- Give student worksheets one at a time
- Sequence work with the easiest parts first
- Allow use of sensory tools
- Establish a form of communication between home and school
- Reward student for recording assignments and due dates in a notebook
- Draw arrows on worksheets or the board to show how ideas are related, or use other graphic organizers such as flow charts
- Provide locker accommodations (such as a key versus a combination lock)
- Explore use of memory organization aides (smartphones, cell phones, tablet, calendar task list, visual schedule)
- Use color coded materials for each class

See PACER's companion handout, *School Accommodation and Modification Ideas for Students who Receive Special Education Services* - [PACER.org/parent/php/PHP-c49a.pdf](https://www.pacer.org/parent/php/PHP-c49a.pdf)