

Document Do Not Send List

The following is a list of documents that should **NOT** be sent to the ACCESS office, unless requested:

IEP/PTE/PTRE in another language without English version

IEP/PTE/PTRE that is not finalized

Evaluation Report

Reevaluation Report

NOREP

Procedural Safeguards

Invitation to Participate

Functional Behavior Assessment

Positive Behavior Support Plan

Do not submit these documents with IEPs, PTEs, or PTREs. The pages needed for ACCESS's program can be found on our website, <https://www.philasd.org/treasury/divisions-of-special-finance/access/>. This information, as well as contact information, will always be available.