

## Appendix 15: Preschool and School-Age Students with Disabilities Least Restrictive Environment Codes

**(For 2011-12 School Year)**

**PRIMARY SETTING CODES** (Field #44 in Special Education Snapshot Template)

(See definition of these settings under the data element Least Restrictive Environment Code.)

### Preschool Settings:

Code	Description
PS09	Attending a regular early childhood program for <b>10 or more hours</b> a week and receiving the majority of hours of special education and related services in the regular early childhood program
PS10	Attending a regular early childhood program for <b>10 or more hours</b> a week and receiving the majority of hours of special education and related services in some other location.
PS11	Attending a regular early childhood program for <b>less than 10 hours</b> a week and receiving the majority of hours of special education and related services in the regular early childhood program
PS12	Attending a regular early childhood program for <b>less than 10 hours</b> a week and receiving the majority of hours of special education and related services in some other location
PS04	Separate Class
PS05	Separate School
PS06	Residential Facility
PS07	Home
PS08	Service Provider Location or some other location that is not in any other code

### Early School-Age (ESA) Settings for school-age students with disabilities ages 4-5):

In addition to selecting an appropriate LRE code, please use the “Primary Placement Type” data element to indicate if the student is a court placement (PLC01), residential placement by the CSE (PLC02) or a day placement by the CSE (PLC03). This data element and codes are described in the Special Education Snapshot Template of this manual.

Code	Description
ESA01	Parentally placed in a nonpublic elementary school and receiving majority of hours of special education and related services in the regular classroom.
ESA02	Parentally placed in a nonpublic elementary school and receiving majority of hours of special education and related services in some other location.
ESA03	Parentally placed in a nonpublic elementary school and NOT receiving publicly funded special education and related services

Code	Description
ESA09	Attending a kindergarten, 1 <sup>st</sup> grade or other regular early childhood program for <b>10 or more hours</b> a week and receiving the majority of hours of special education and related services in the regular early childhood program.
ESA10	Attending a kindergarten, 1 <sup>st</sup> grade or other regular early childhood program for <b>10 or more hours</b> a week and receiving the majority of hours of special education and related services in some other location.
ESA11	Attending a kindergarten, 1 <sup>st</sup> grade or other regular early childhood program for <b>less than 10 hours</b> a week and receiving the majority of hours of special education and related in the regular early childhood program.
ESA12	Attending a kindergarten, 1 <sup>st</sup> grade or other regular early childhood program for <b>less than 10 hours</b> a week and receiving the majority of hours of special education and related services in some other location
ESA04	Separate Class
ESA05	Separate School
ESA06	Residential Facility
ESA07	Home
ESA08	Service Provider Location or some other location that is not in any other code

**School-Age Settings (for students with disabilities ages 6-21):**

In addition to selecting an appropriate LRE code, please use the “Primary Placement Type” data element to indicate if the student is a court placement (PLC01), residential placement by the CSE (PLC02) or a day placement by the CSE (PLC03). This data element and codes are described in the Special Education Snapshot Template of this manual.

Code	Description
SA01	Inside the regular classroom 80% or more of the day.
SA02	Inside the regular classroom 40% to 79% of the day.
SA03	Inside the regular classroom less than 40% of the day.
SA04	Separate School
SA05	Hospital In Patient
SA06	Home Instruction – Placed on Home Instruction by the CSE
SA07	Incarcerated
SA08	Parentally placed in a nonpublic school and receiving special education services
SA09	Parentally placed in a nonpublic school and NOT receiving publicly funded special education services
SA10	Home Schooled at parent's choice

**Directions for Reporting PRESCHOOL Students with Disabilities in the Least Restrictive Environment (LRE) Setting (codes PS04 through PS12)**

The LRE codes for preschool students with disabilities distinguish between preschool students participating in regular early childhood programs (PS09

through PS12), in special education programs (PS04 through PS06), or in neither a regular early childhood program nor a special education program (PS07-home and PS08-service provider location or some other location that is not in any other category). In addition, the reporting codes describe the environment in which students who are in regular early childhood programs receive the majority of hours of their special education and related services during the week. Only one least restrictive environment code may be selected for each student.

### Definitions:

**“Majority of hours”** means at least 50 percent of the hours a student spends receiving special education and related services during the week.

**“Regular early childhood program”** means a program that includes at least 50 percent nondisabled preschool children. “Early childhood programs” include, but are not limited to:

- Private preschools or nursery schools;
- Head Start;
- Group child development center or child care (includes day care centers);
- Preschool classrooms open to an eligible prekindergarten population by the public school system (universal pre-k programs); and
- Special class in an integrated setting, designed for children with and without disabilities. (Best practice is that these programs include at least 50 percent nondisabled children.)

### Process to select the preschool LRE code for students enrolled in a regular early childhood program:

**Step 1:** For a student who is participating for any number of hours per week in a regular early childhood program, regardless of how the participation is funded (i.e., with public or private funds) and regardless of where special education and related services are provided, select the LRE code based on the amount of time the student spent in the regular early childhood program.

These times are grouped into two categories:

- In a regular early childhood program for at least 10 hours per week (PS09 or PS10) (see Step #3 to determine which of these two codes to select).
- In a regular early childhood program for less than 10 hours per week (PS11 or PS12) (see Step #3 to determine which of these two codes to select).

**Step 2:** For each student who is in a regular early childhood program, select the LRE code for the student that reflects whether the majority of hours of special education and related services during the week are provided to the student in the

regular early childhood program or in some other location. The other locations are described in PS04 through PS08.

**Step 3:** To calculate where the majority of hours of special education and related services are provided to preschool students:

- A. Add up all the time (in minutes or hours) that the student spends receiving special education and related services during the week.
  - B. Add up all the time (in minutes or hours) that the student spends receiving special education and related services during the week in the regular early childhood program.
- If B divided by A is .50 or more, select codes PS09 or PS11 (see Step #1 to determine which of these two codes to select).
  - If B divided by A is less than .50, select codes PS10 or PS12 (see Step #1 to determine which of these two codes to select).

Process to select the preschool LRE code for students who are **not** enrolled in a regular early childhood program:

**Step 4:** If the student is NOT AT ALL participating in a regular early childhood program, determine if the student is attending a special education program as described below and select the appropriate code (PS04 through PS06):

- Separate Class (special education program in a class with less than 50 percent nondisabled students) (code PS04) in
  - Regular school buildings;
  - Trailers or portables outside regular school buildings;
  - Child care facilities;
  - Hospital facilities on an outpatient basis;
  - Other community-based settings
- Separate schools- public or private day schools designed specifically for students with disabilities (code PS05); and
- Residential facilities – publicly or privately operated residential schools or residential medical facilities on an inpatient basis (code PS06).

Please note, since only one least restrictive environment code may be selected for each student, the PS04 through PS06 codes should be selected for students who may also receive some special education and related services at home or at a service provider or other location as described in Steps 5 and 6.

**Step 5:** If the student receives some or all his/her special education and/or related services at home and does not attend a regular early childhood program or a special education program, select code PS07 (home). Select this code for the student even if the student also receives some of his/her special education and related services in a service provider location or some other location that is not described in any other code.

**Step 6:** If the student does not attend either a regular early childhood program or a special education program and also does not receive special education and

related services at home, select code PS08 (service provider location or some other location that is not in any other category). The PS08 code includes, for example, private clinicians' offices, clinicians' offices located in school buildings, and hospital facilities on an outpatient basis.

**Examples for preschool students attending a regular early childhood program** (see Step #3 for definitions of "A" and "B"):

1. A student attends a private nursery school program for 8 hours a week. She receives 2.5 hours a week of special education itinerant services in the nursery school program and 2.5 hours a week of services at home.

Calculation: A = 5 hours; B = 2.5 hour.  $B/A = .5$

Select code PS11 (Attending a regular early childhood program for less than 10 hours a week and receiving the majority of hours of special education and related services in the regular early childhood program).

2. A student attends a day care center for 30 hours a week. He receives 3 hours of special education and related services per week at the day care center.

Calculation: A = 3 hours; B = 3 hours.  $B/A = 1.0$

Select code PS09 (Attending a regular early childhood program for 10 or more hours a week and receiving the majority of hours of special education and related services in the regular early childhood program.)

3. A student attends a day care center for 30 hours a week. She receives 3 hours of related services per week from a related service provider from the municipality's related service provider list provided at the therapist's office.

Calculation: A = 3 hours; B = 0 hours.  $B/A = 0.0$

Select code PS10 (Attending a regular early childhood program for 10 or more hours a week and receiving the majority of hours of special education and related services in some other location.)

4. A student goes to a hospital to receive occupational therapy for 5 hours per week on an out-patient basis and this student attends a special class in an integrated setting for 15 hours a week, but receives audiology related service at a hospital audiology clinic from the municipality's related service provider list.

Calculation: A = 20 hours; B = 15 hours.  $B/A = .75$

Select code PS09 (Attending a regular early childhood program for 10 or more hours a week and receiving the majority of hours of special education and related services in the regular early childhood program.)

5. A student attends a UPK program for 20 hours a week and receives SEIT services and related services from a BOCES provider at the UPK program site for 5 hours a week.

Calculation: A = 5 hours; B = 5 hours. B/A = 1.0

Select code PS09 (Attending a regular early childhood program for 10 or more hours a week and receiving the majority of hours of special education and related services in the regular early childhood program.)

**Examples for preschool students who DO NOT attend a regular early childhood program:**

6. A student attends special education classroom for preschool children with disabilities which is located in a public school building for 20 hours per week.

Select code PS04 (Separate classroom).

7. A student attends the XYZ private preschool for students with disabilities for 17.5 hours per week and receives all special education and related services in that school.

Select code PS05 (Separate school).

8. A student attends a BOCES-operated preschool program which operates in a building, which is only attended by students with disabilities. The student receives all special education and related services in that building.

Select code PS05 (Separate school).

9. A student with a disability has been placed in a residential school and receives a full day special class program daily (5.0 hours of special education and related services).

Select code PS06 (Residential Facility).

10. A student receives 10 hours a week of preschool special education itinerant services and occupational therapy services at home and also receives speech and language therapy at a hospital clinic from the municipality's related services provider list.

Select code PS07 (Home).

11. A student attends the XYZ private preschool program for students with disabilities for 12.5 hours a week and receives 5 hours a week of preschool special education services at home.

Select code PS05 (Separate School).

12. A student receives 10 hours a week of physical therapy from a physical therapist as a related service from the municipality's related services provider list provided at the therapist's office.

Select code PS08 (Service Provider Location).

**Directions for Reporting Least Restrictive Environment (LRE) Setting Code for Students with Disabilities, Ages 4-5, who Receive SCHOOL-AGE Special Education and Related Services (codes ESA01 through ESA12)**

**Step 1:** When selecting the LRE code for **school-age** students with disabilities who are age 4 or 5 on child count date, the first step is to identify if these students are parentally placed in a nonpublic elementary school (a school with one or more grades K-6). If yes, select codes ESA01 or ESA02 or ESA03 as described below:

- Select ESA01 if the student receives the majority of hours of special education and related services during the week provided in a non-public school kindergarten or 1<sup>st</sup> grade classroom;
- Select ESA02 if the student receives the majority of hours of special education and related services during the week in some other location (other locations are described in ESA04 to ESA08); or
- Select ESA03 if the student receives **no** publicly funded special education services.

Process to select the LRE code for students with disabilities ages 4-5 who are NOT parentally placed in a nonpublic elementary school but who are attending a regular Kindergarten, 1<sup>st</sup> grade or another regular early childhood program:

**Step 2:** For a student with a disability (ages 4-5) who is participating for any number of hours per week in a Kindergarten or 1<sup>st</sup> grade or in a regular early childhood program, regardless of how the participation in a regular early childhood program is funded (with public or private funds) and regardless of where special education and related services are provided, select the LRE code based on the amount of time spent in the Kindergarten, 1<sup>st</sup> grade and/or in regular early childhood program. Please see definition of a "regular early childhood program" under the preschool section of LRE codes.

These times are grouped into two categories:

- In a Kindergarten, 1<sup>st</sup> grade or regular early childhood program for at least 10 hours per week (select codes ESA09 or ESA10) (see Step #4 to determine which of these two codes to select).; or
- In a Kindergarten, 1<sup>st</sup> grade or regular early childhood program for less than 10 hours per week (select codes ESA11 or ESA12) (see Step #4 to determine which of these two codes to select).

**Step 3:** For each student who is in a regular Kindergarten, 1<sup>st</sup> grade and/or in a regular early childhood program for any length of time, select the LRE code that reflects the setting where the majority of weekly hours of special education and related services are provided to the student in the regular Kindergarten, 1<sup>st</sup> grade and/or in a regular early childhood program or in some other location. The other locations are described in ESA04 through ESA08.

**Step 4:** In order to determine where the majority of weekly hours of special education and related services are provided to school-age students, ages 4-5, use the following calculation:

- A. Add up all the time (in minutes or hours) that the student spends receiving special education and related services in one week.
- B. Add up all the time (in minutes or hours) that the student spends receiving special education and related services in one week in a regular Kindergarten, 1<sup>st</sup> grade, and/or in a regular early childhood program.
  - If B divided by A is .50 or more, select codes ESA09 or ESA11 (see Step # 2 to determine which of these two codes to select).
  - If B divided by A is less than .50, select codes ESA10 or ESA12 (see Step # 2 to determine which of these two codes to select).

Process to select the LRE code for students (ages 4-5) who are **not** enrolled in a regular Kindergarten, 1<sup>st</sup> grade and/or in a regular early childhood program

**Step 5:** If the student is NOT AT ALL participating in a regular Kindergarten, 1<sup>st</sup> grade and/or in a regular early childhood program, determine if the student is attending a special education program as described below and select the appropriate code (ESA04 through ESA08):

- Separate Class (special education program in a class with less than 50 percent nondisabled students) (code ESA04) in
  - Regular school buildings;
  - Trailers or portables outside regular school buildings;
  - Child care facilities;
  - Hospital facilities on an outpatient basis;
  - Other community-based settings
- Separate schools – public or private day schools for students with disabilities only (code ESA05); and
- Residential facilities - publicly or privately operated residential schools or residential medical facilities on an inpatient basis (code ESA06)



Please note, since only one least restrictive environment code may be selected for each student, the ESA04 through ESA06 codes should be selected for students who may also receive some special education and related services at home or at a service provider or other location that is not described in any other code.

**Step 6:** If the student receives some or all of his/her special education and related services at home and does not attend a regular Kindergarten, 1<sup>st</sup> grade or a regular early childhood program nor a special education program, select code ESA07 (home). Select this code even if the student also receives special education and related services in a service provider location or some other location that is not described in any other code.

**Step 7:** If the student does not receive special education and related services at home and does not attend a regular Kindergarten, 1<sup>st</sup> grade or a regular early childhood program and does not attend an approved special education program, select code ESA08 (service provider location or some other location that is not described in any other code).

**Examples for school-age students with disabilities (ages 4-5) attending a Kindergarten, 1<sup>st</sup> grade and/or a regular early childhood program** (see Step #4 for definitions of “A” and “B”):

1. Parents have elected to not enroll their kindergarten age student in a regular Kindergarten classroom. Instead, they pay for their child to attend a private nursery school for 15 hours a week. This child receives 2 hours a week of special education and related services in the nursery school.

Calculation: A = 2 hours; B = 2 hours; B/A = 1.0

Select ESA09 code (Attending a kindergarten, 1<sup>st</sup> grade or other regular early childhood program for **10 or more hours** a week and receiving the majority of hours of special education and related services in the regular early childhood program.)

2. A five-year old student with a disability is parentally placed in a K-2 nonpublic elementary school and receives 1 hour a week of special education and related services in the 1<sup>st</sup> grade classroom.

Calculation: A = 1 hour; B = 1 hour; B/A = 1.0

Select ESA01 code (Parentally placed in a nonpublic elementary school and receiving majority of hours of special education and related services in the regular classroom).

3. A Kindergarten age student is parentally placed in a nonpublic elementary school in a Kindergarten classroom for 12.5 hours a week. This student is provided all special education and related services at home.

Select ESA02 code (Parentally placed in a nonpublic elementary school and receiving majority of hours of special education and related services in some other location).

4. A Kindergarten age student is parentally placed in a K-6 nonpublic elementary school but does not receive any publicly funded special education program or related services.

Select ESA03 code (Parentally placed in a nonpublic elementary school and NOT receiving publicly funded special education and related services).

5. A student attends a regular Kindergarten classroom for 12.5 hours a week. She receives 1 hour of special education and related services in the Kindergarten classroom and 2 hour of special education and related services at home.

Calculation: A = 3 hours; B = 1 hour. B/A = .33

Select ESA10 (Attending a kindergarten, 1<sup>st</sup> grade or other regular early childhood program for **10 or more hours** a week and receiving the majority of hours of special education and related services in some other location).

6. A 4-year old student attends a regular Kindergarten classroom for 15 hours a week and receives 1 hour a week of related services and 3 hours of orientation and mobility services in another setting.

Calculation: A = 4 hours; B = 0 hours; B/A = 0.0

Select ESA10 (Attending a kindergarten, 1<sup>st</sup> grade or other regular early childhood program for 10 or more hours a week and receiving the majority of hours of special education and related services in some other location).

7. A 5-year old student attends a regular Kindergarten classroom for a half-day morning session and receives 3 hours a week of speech and language services in the afternoon at the school.

Calculation: A = 3 hours; B = 0 hours; B/A = 0.0

Select code ESA10 (Attending a kindergarten, 1<sup>st</sup> grade or other regular early childhood program for 10 or more hours a week and receiving the majority of hours of special education and related services in some other location).

**Examples for school-age students (ages 4-5) who DO NOT attend a regular Kindergarten, 1<sup>st</sup> grade or a regular early childhood program:**

8. A 5-year old student attends a special education classroom for Kindergarten and 1<sup>st</sup> grade children with disabilities, which is located in a public school building for 20 hours per week.

Select code ESA04 (Separate classroom).

9. A 5-year old student is placed by the school district in an approved private school for students with disabilities for 30 hours per week and receives all special education and related services in that school.

Select code ESA05 (Separate school).

10. A 5-year old student with a disability has been placed in a residential school and receives a full day special class program daily (5.0 hours of special education and related services).

Select code ESA06 (Residential Facility).

### **Directions for Reporting SCHOOL-AGE Students with Disabilities (ages 6-21) in the Least Restrictive Environment (LRE) Setting**

For students who are in regular school buildings for 50 percent or more of the school day (buildings which are attended by students with and without disabilities), select their LRE code based on the percent of time each student is in a regular class using the following categories:

- Inside the regular classroom 80 percent or more of the day. These are students who receive special education and related services outside the regular classrooms for less than 21 percent of the school day;
- Inside the regular classroom between 40 and 79 percent of the day. These are students who receive special education and related services outside regular classrooms between 21 and 60 percent of the day; or
- Inside the regular classroom less than 40 percent of the day. These are children who receive special education and related services outside the regular classroom for more than 60 percent of the day.

To calculate the percentage of time inside the regular classroom:

- Subtract the amount of time a student is provided special education and related services in classrooms or settings exclusively for student with disabilities (e.g., special class or resource room) from the entire length of the school day.
- Divide the result by the length of the school day.
- Multiply this result by 100.
- Time spent outside the regular classroom receiving services unrelated to the youth's disability (e.g., time participating in an English as a Second Language class) should be considered time inside the regular classroom.

- Education time spent in age-appropriate supervised community-based work experience programs that include individuals with and without disabilities, such as at college campuses or vocational sites, should be counted as time spent inside the regular classroom.

For students who are not reported under the above categories (i.e., students who do not attend a regular school building for 50 percent or more of the school day), report the students in one of the following categories where the student attends for more than 50 percent of the school day:

- Separate school — Student receives special education and related services in a public or private day school for students with disabilities;
- Residential facility — Student receives special education and related services in a public or private residential facility for students with disabilities (Note: You must use the “Primary Placement Type” field, Code PLC02, to designate a student who is in a residential placement); This field and the codes are described in the Special Education Snapshot template of this manual.
- Hospital program — Student is in a hospital as an in-patient and receives special education and related services in the hospital (e.g., rehabilitation hospital, State psychiatric center hospital);
- Home Instruction — Student is placed at home by the CSE and receives special education and related services at home;
- Correctional facility — Student is in a short-term detention facility or in a county/city correctional facility (jail), or in a State correctional facility and is receiving special education and related services in these settings;
- Parentally placed in a nonpublic school — Student is parentally placed in a nonpublic elementary, middle or secondary school and is receiving publicly funded special education and related services;
- Parentally placed in a nonpublic elementary, middle or secondary school — Student is an identified student with a disability but is not receiving any publicly funded special education services; or
- Home Schooled — Student is home schooled at parents’ choice pursuant to section 100.10 of the Regulations of the Commissioner and receives special education and related services from the district.