

## **GUIDANCE REGARDING ISTEP AND STUDENTS WITH CONCUSSIONS**

### **As background information regarding ISTEP and student situations:**

Situation 1: Student is able to complete all tests in the testing window

Situation 2: Student is able to complete all testing, but only with accommodations in place (extended time, quiet room, only one test per day, large print, paper test)

Situation 3: Student is not able to test, due to a medical reason

### **For a student diagnosed with a medical condition, including concussion, that prevents him/her from testing, please follow these procedures:**

- Situation 1 above: no documentation is required by the school or IDOE
- Situation 2 above: the school must receive documentation from the provider stating that the student may test, but only with the accommodations listed by the provider
  - A sample form for this use can be found here - <http://www.doe.in.gov/student-services/health/concussion-and-sudden-cardiac-arrest>
  - The provider must indicate what accommodations are needed
  - The school must allow the student to complete the testing with the requested accommodations, the form is kept at the school (it does not need to be submitted to the IDOE), and the student is counted in the school ISTEP data
- Situation 3 above: the school must obtain a note from the student's health care provider, written on the provider's letterhead, stating that the student is unable to participate in the state standardized test due to a medical condition
  - The letter must be dated and signed during the testing window in order to be valid
  - The school must keep this letter in the student's file as documentation of why the student was unable to participate in the statewide assessment testing process
  - At the end of the school year, if the school testing rate is below 95%, the school may submit each student's medical documentation to IDOE for review in order to determine if a medical exemption will be granted for each particular student