



KAMEHAMEHA SCHOOLS®

Kamehameha Schools Preschools

The Kamehameha Schools Preschool Program ensures accessibility for qualified students with disabilities attending our programs who have a documented need for disability-related services and/or accommodations. These services and/or accommodations are provided in accordance with Title III of the Americans with Disabilities Act.

If you have a child with a disability and would like to find out if he/she is qualified for disability-related services and/or accommodations within the KS Preschool Program, please provide appropriate documentation of your child's disability (see back for information concerning required documentation) to your regional preschool office. It is expected that parent/guardian will reach an agreement with Kamehameha Schools on the reasonable accommodation(s) that Kamehameha Schools is to provide to the student.

Documentation should be provided by June 20, 2025 or within 14 days of invitation if late invitee.

For inquiries, please contact:

Kamehameha Schools
Preschool Central Office
567 S. King St., Ste. 304
Honolulu, HI 96813
Jodi Shimabukuro: Tel. (808) 534-8308
Neighbor Islands: 1-800-842-4682 x48308
Email: joshimab@ksbe.edu

This document is available in alternate format by request.

Appropriate Documentation of a Disability

In order to be recognized as eligible for services and accommodations, appropriate documentation of a disability must be provided on letterhead and signed by the appropriate licensed educational, mental health, or medical professional who is **not** related to the student and who is licensed/certified in the area for which the diagnosis is made. **Documentation for all disabilities must** contain the following information:

- Date of the evaluation
- Specific diagnosis
- Method of evaluation/examination
- Specific limitation with respect to the disability's current impact on the Program and related educational environments as it relates to the accommodations requested
- Medication – expectation in results on functioning, or cognitive impairment

NOTE: IEP/IFSP paperwork alone is not appropriate documentation of a disability. Actual diagnostic work-up report(s) must also be submitted.

Additional Documentation Needed by Disability

Attention Deficit Hyperactivity Disorder (ADHD/ADD): Documentation should include, evidence of early impairment, evidence of current impairment, description of current functional limitations pertaining to an educational setting that are presumably a direct result of problems with attention, identification of DSM-V criteria, specific diagnosis, and interpretive summary. Documentation from a Neurologist is preferred; however documentation from a licensed psychologist or psychiatrist will be accepted.

Autism Spectrum Disorder: Documentation should include a history focusing on functional limitations of major life activities resulting from this disorder which may include, but is not limited to the following information: Communication or language skills, social interactions, restricted repetitive and/or stereotypical patterns of behavior and activities, sensory functioning and sensitivity to environmental conditions and motor planning. Comprehensive testing results, a statement of current functional limitations, and a specific diagnosis based on the DSM-V by a professionally licensed psychologist, psychiatrist, social worker, or medical doctor must also be included.

Blind or Visually-Impaired: An ophthalmologic or optometric report indicating current visual acuity, near and distant vision (left/right, both eyes), visual fields, with or without corrective lenses. The documentation must also include a specific diagnosis from a professionally licensed Ophthalmologist or Optometrist.

Chronic Medical/Systemic Conditions: Documentation should explain the current functional limitations imposed by the medical/systemic condition. If applicable, it should also list medications and their possible effects and give any other information that may assist in determining reasonable accommodation. The documentation must be provided by a licensed physician specializing in the area of the diagnosed condition.

Deaf or Hard-of-Hearing: Audiological report indicating current hearing levels, speech reception levels, with or without hearing aids and/or assistive listening devices and a specific diagnosis by a professionally licensed or certified Speech Pathologist or Audiologist.

Learning Disabilities: Documentation should include, results of a diagnostic interview, background information, behavioral observations, a comprehensive cognitive (intellectual) assessment with resulting standard test scores and related discussion of the scores, a complete achievement battery to measure current functioning (the WRAT4 is not acceptable as the sole measure of achievement) with resulting standard test scores and related discussion, and specific diagnosis. Documentation must be provided by a licensed/certified Educational Diagnostician, Educational Psychologist, or Professional Counselor.

Physical/Mobility Impairments: Documentation that identifies current functional limitations, with or without apparatus, and must state whether the condition is permanent or temporary. If the condition is temporary, the documentation must include the expected length of time for recovery. The documentation must be provided by a licensed physician specializing in the area of the diagnosed condition.

Psychological Disorders: Documentation should include a specific diagnosis based on the DSM-V, a description of current functional limitations in the academic environment as well as across other settings, relevant information regarding medications and their possible effects and give any other pertinent information that may assist in determining reasonable accommodation. Documentation must be provided by a licensed Psychologist, Psychiatrist, Professional Counselor, or Social Worker.

Traumatic Brain Injury: Documentation must explain current functional limitations imposed by the condition. If applicable, it should list medications and their possible effects and give any other pertinent information that may assist in determining reasonable accommodation. Documentation must be provided by a Neurologist or other related Physician.

NOTE: For other disabilities or chronic medical/systemic disorders, please contact the Preschool Central Office as indicated on the reverse side of this flyer.