samegoal

Revocation of Consent

While a student is participating in Special Education, their parents may revoke consent for services at any time. If they do this, the school must send a **Confirmation of Revocation of Consent & Prior Written Notice of Termination of Services**. Parents may revoke consent via written or oral communication.

Revocation of Consent

If parents revoke consent via written communication, a confirmation will need to be sent within 10 days.

Steps *To revoke consent via written communication:*

1. Parent fills out one of the consent documents in SameGoal indicating they decline consent.
2. Mark the consent document complete.
3. Create a **Confirmation of Revocation of Consent & Prior Written Notice of Termination of Services**.
4. Enter the date.
5. Select **written** for the type of communication.
6. Provide the date of the revocation.
7. Fill out the rest of the document.
8. Mark the document complete.

If parents revoke consent via oral communication, a written summary will need to be provided to them within 5 days, and a confirmation will need to be be sent within 10 days. If the confirmation is sent within 5 days, the written summary can be included on the form as an attachment.

Steps *To revoke consent via oral communication:*

1. The parents verbally inform the school that they revoke consent.
2. Create a **Confirmation of Revocation of Consent & Prior Written Notice of Termination of Services**.
3. Enter the date.
4. Select **oral** for the type of communication.
5. Provide the date of the revocation.
6. Optionally, add a summary of the oral communication as an attachment.
7. Fill out the rest of the document.
8. Mark the document complete.

When a parent revokes consent, the student is considered to be no longer participating in Special Education as of the date consent was revoked.