

**IDEA WRITTEN ADMINISTRATIVE COMPLAINT**  
**21.22\_5**

**Name of the school system:**

Cumberland County Schools (CCS)

**Description of the violation:**

CCS failed to follow appropriate restraint and isolation procedures including implementation, parental notification, and individualized education program (IEP) meeting requirements during Fall 2021.

**Description of the laws or regulations determined to be violated:**

T.C.A. § 49-10-1304(e)	SEBSA - Restraint – when an IEP meeting must be convened
TN SBR 0520-01-09-.23(7)	Isolation and restraint for students receiving special education services

CCS must correct these violations by implementing the following corrective actions:

1. Participate in a department led training on restraint and isolation (SEBSA) for all school administrators, special education staff, and any other staff deemed appropriate by CCS no later than 1/15/22. CCS must communicate potential dates to the department for hosting the training by 11/30/21;
2. Within ten (10) days of completion of the training, provide the department with the sign-in sheets of participants' names, titles, and schools;
3. Within five (5) days of receipt of this letter, finalize a corrected report in EdPlan for the event that was inaccurately reported as an isolation;
4. Within ten (10) days of receipt of this letter, schedule an IEP meeting with Complainant to discuss the use of the restraint and discuss options for Student if Complainant decides to reenroll in the district; and
5. Within ten days of meeting, provide documentation to the department of all team decisions under step #4.

**Final determination of the department:** The department will monitor and document CCS compliance with corrective measures ordered.