OSD Program Offer

If I have questions or concerns about my child's OSD Cluster placement, who should I contact?

You may contact the OSD School Assignment Team at osdschoolassignment@cps.edu

My child received a School Assignment from the OSD School Assignment Team or GoCPS. What steps took place during that process?

- The team at your child's current school had a meeting where they developed and finalized your child's IEP.
- At that meeting, it was determined that your child requires the support of a moderate or intensive cluster classroom for ninth grade.
- The current school team submitted a request to OSD School Assignment for your child to be placed in a cluster classroom.
- Based on the selections your family made on the GoCPS application, your child was entered into the cluster lottery to determine a school assignment for ninth grade.
- The lottery is run in the order of the choices that were submitted. For example: *if your child was assigned to your family's third choice school, then your child was also added to the waitlists for your first and second choice schools.*

How was my child's school assignment determined?

When a student's current or neighborhood school cannot implement the student's IEP based on the IEP placement recommendation, a request for a school assignment is completed. OSD references IDEA Section 300.116 and uses the following factors to determine a child's school assignment:

1. The school's ability to implement the child's IEP (recommended program);
2. The school that is closest to the child's home; and
3. The number of available seats in a school that can provide the supports and services documented in the child's IEP.

If my child is assigned to a program that was not our first choice, are they automatically added to the waitlist for our top choice?

- Yes. Waitlists have been determined based on the results of the ninth-grade lottery. For example, if your child was assigned to your family's third choice school, then your child was also added to the waitlists for your first and second choice schools.
- If you have questions regarding your child's assignment or waitlist status, please contact the OSD School Assignment Team at osdschooolassignmnet@cps.edu.

If my child receives a cluster assignment, can we decide to enroll at our zoned neighborhood school instead?

- Based on your child's right to receive a Free Appropriate Public Education (FAPE), your child has been assigned to a cluster classroom that has the services and supports necessary to implement your child's IEP.
- Your neighborhood school may not have a cluster classroom, or their cluster classroom may be full for next school year.
- You should enroll your child in their assigned school, or you can contact the OSD School Assignment Team at osdschoolassignment@cps.edu with any questions or concerns.

My child has an IEP that requires programmatic supports and services. Can I apply for a school / program through GoCPS?

Students with current school placements through the Office for Students with Disabilities (OSD) should check with their school's case manager to confirm if a placement is needed for the upcoming school year. Non-CPS families who anticipate that their student may require an OSD school assignment can reach out to School Assignment Services at osdschoolassignment@cps.edu. Those requiring an OSD placement will receive their school assignment directly from OSD and do not need to apply through GoCPS.

Why is my child only on waitlists and did not receive an offer?

Your child may not receive an offer if your child's IEP school year was not finalized or a needed revision was not completed before the offers were announced. If your child's IEP outlines that they should be placed in a cluster classroom, they will receive an assignment once their IEP has been finalized.

Why did my child receive an offer for a school that we did not select as an option?

Your child may have been offered a cluster seat at a school that was not one of your family's schools of choice. If that occurred, it is a result of your child being waitlisted at all of your schools of choice and the OSD School Assignment Team providing a ninth grade assignment for your child.

At this time, the offer that has been provided to you will stand unless a seat in a different cluster program becomes available via the waitlist and you decide to accept that seat instead.

If you have any questions or concerns about how to accept a placement offer, please contact the OSD School Assignment Team at osdschoolassignment@cps.edu.