



Krista DeMello, Director

Town of Mansfield Public Schools
Roland Green Preschool

508-261-1561 Fax: 508-261-7415

Dear Parent, Guardian,

The enclosed documents are being sent to you in response to your Special Education Referral request. In order for a child to receive services through the Roland Green Preschool as a special education student, the child must be 3 years of age, eligible for special education services and be a resident in Mansfield. The child will need to be assessed and found “eligible” for services as described in the special education regulations of the Commonwealth of Massachusetts and the Individuals with Disabilities Education Act.

You will find enclosed a Pre-Referral form which is the first step in the special education referral for evaluation process. You are welcome to email, mail, fax, or drop off at the Main Office this completed form. Once received, we will be contacting you to discuss your concerns and determine the best course of action to address them.

In order to move forward in this process you will also need you to pre-register your child and provide verification of residency using our online registration process. Please use the website: www.mansfieldschools.com. Under the “About” tab and then choose “Student Registration” and follow the directions. You will find some information on this process also included with this package.

You are an important member of the team and the knowledge of your child that you bring to this process is vital. Your participation is always necessary when a decision is being made and your consent is necessary before an action affecting your child is taken. Any past evaluations would be very helpful at this time if available.

If at any time you have a question regarding this process please don’t hesitate to call us. We look forward to working with you and your child.