



## NORTH CAROLINA DEPARTMENT OF PUBLIC INSTRUCTION

Catherine Truitt, *Superintendent of Public Instruction*

[www.dpi.nc.gov](http://www.dpi.nc.gov)

### MEMORANDUM

**TO:** Public School Units  
Non-Public Schools  
Federal Schools  
Developmental Day Centers  
Community Residential Centers  
Child Care Resource & Referrals

**FROM:** Dr. Carol Ann M. Hudgens, Senior Director *Cah*

**DATE:** January 2, 2024

### CHILD FIND 2023-2024

North Carolina has a continuing Child Find procedure in place to locate all children with disabilities residing in the State, including children with disabilities attending private schools, regardless of the severity of their disability, and who are in need of special education and related services. This effort also includes highly mobile children with disabilities (such as migrant and homeless children) and children who are suspected of being a child with a disability and in need of special education, even though they are advancing from grade to grade. The purpose of this procedure is to enhance public understanding of exceptional children and youth with special needs, to identify and locate the children and youth, and to inform the public of available services.

To make Child Find effective, it is important that public school units (PSUs) work cooperatively with the medical community and agencies providing services to children, including health departments, social service agencies, local management entities for Mental Health, Developmental Disabilities and Substance Abuse Services, and Children's Developmental Service Agencies. Other community programs should also be involved such as area services for the blind and deaf, childcare programs, developmental day centers, Head Start programs and private/parochial schools.

To assist in the local Child Find efforts, we encourage the use of every available resource including, but not limited to, television and radio announcements, news releases, posters, and brochures. Enclosed are a limited number of Child Find posters and brochures to post in highly visible areas within your facility or agency. Please ensure that Child Find materials are displayed for easy public access in prominent locations.

Materials may be duplicated and are available on the Office of Exceptional Children website at: <https://www.dpi.nc.gov/districts-schools/classroom-resources/exceptional-children/federal-regulations-state-policies - project-child-find>. On the Child Find posters and brochures, PSUs and charter schools should legibly fill in the PSU/charter school name and address, the name of the exceptional children program director/administrator, and the telephone contact number.

If you have questions, please contact Yanique Calixte at [Yanique.Calixte@dpi.nc.gov](mailto:Yanique.Calixte@dpi.nc.gov).

### OFFICE OF EXCEPTIONAL CHILDREN

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