# Authorization to Access Confidential Student Records

(USBE Rules IV.V.15.d.)

District/School:

The following professional school personnel are authorized to access all student special education records and need not sign the Record of Access form in all special education records, nor are they required to obtain student or parent permission to review the records.

***NOTE:*** *Post this list in the secure location where student’s special education records are maintained.*

| **Name** | **Role** |
| --- | --- |
|  | School Principal/Director |
|  | Special Education Director |
|  | Special Education Coordinator |
|  | Special Education Teacher |
|  | School Counselor |
|  | Related Service Provider (SLP, OT, PT) |
|  | School Psychologist |
|  | School Nurse |
|  | Other Role: |
|  | Other Role: |

General education teachers are authorized to examine the records of **their own classroom students** under the supervision of the Special Education Director/Coordinator/Teacher identified above.