

**South Valley Special Education Unit
Record Access Log**

Name of Student: _____ DOB: _____

In accordance with Public IDEA 2004, the following people have access to the information contained in this record without written consent of this student's parents or legal guardians:

1. The student's parents or legal guardian until the student is 18 years of age at which time the student has access to records.
2. Personnel for the public school involved in the educational programming of the student (i.e. administrators, teachers, special services staff, etc.)
3. Personnel from the Department of Public Instruction.

All personnel inspecting these records must document their name, position, date, and purpose for inspection.

Record Examined By:	Position:	Date:	Purpose:
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Attach this form inside of student's special services folder.