

EDUCATIONAL SERVICE UNIT #8

NOTIFICATION OF SPECIAL EDUCATION FILE – CONFIDENTIAL

To Whom It May Concern:

Please be advised that since _____ has been diagnosed
(Name of Student)

and verified as a student who could benefit from special education as defined by Title 92 Nebraska Department of Education Chapter 51 Regulations and Standards For Special Education Programs, a special education file, which is confidential, has been established.

This file is maintained in a manner that will comply with rights and privacy laws. To help assure confidentiality, this special education file is maintained separate from the student's cumulative folder file.

The special education file may be obtained only with prior written permission.

To obtain the special education records for this student, submit parent permission to release form to:

1. This form is used to notify receiving school that a special education record has been established for the student. This form is usually sent with student's general education records requested by receiving district.
2. This form can also be placed in the student's permanent file to notify persons with access that a special education file has been established and is located separate from student's general education files.