

Post at all locations where student records are maintained.

NEW HANOVER COUNTY SCHOOLS
EMPLOYEE ACCESS LIST TO STUDENT'S OFFICIAL RECORD

School: _____

Access and disclosure of a student's Official Record must be requested through the school principal. Please refer to the New Hanover County School Student Records Management Manual for further information about access and disclosure of Official Records.

THE FOLLOWING EMPLOYEES HAVE UNLIMITED ACCESS TO THE OFFICIAL RECORD.

Principal	
Assistant Principal	
Teachers	Attach school's faculty list
Counselors	
Classified Staff	
Itinerants:	
School Psychologist	
School Social Worker	
Diagnostician	
Speech/Language Pathologist	
Physical Therapist	
Occupational Therapist	
Exceptional Programs Liaison	
Others	