

What is PowerSchool Special Programs (PSSP)?

PowerSchool Special Programs (PSSP) is the confidential program used by UCFSD to provide families with digital access to all Special Education, Gifted Education, and Section 504 documents for students served by the school district. The system provides instant, online access to students' files in real time.

Parents access the information through the PowerSchool Parent Portal located at <https://ps.ucfsd.org/public/>. This portal is provided free of charge to all district families and includes information such as grades and students' schedules, along with providing access to special education, gifted education, and Section 504 documents used by the district. Parents are provided with student specific codes necessary to access students' documents. However, parents are required to create personal usernames and passwords. Each parent should only create one account, but multiple students can be added to each parental account. Parents can configure the system to receive email alerts indicating documents have been added to the system at an email address of their choosing by setting up message forwarding.

Access to PSSP is only available through a web browser, NOT an app on a smartphone or tablet. Parents are able to view, download, and print documents. Documents requiring a signature may be signed via DocuSign or may be printed and returned via scanned copy or paper copy to the district.

By signing the attached form you agree that you will only receive digital access to all Special Education, Gifted Education, and Section 504 documents. NO PAPER COPIES will be provided. However, if you would like to receive paper copies, please do not complete or sign the form. You will retain access to the digital information through PSSP and the district will send paper copies to the home address on file in PowerSchool. You may revoke this permission at any time by indicating that request in writing to the district.

For more information on PSSP or for help with accessing the system, please contact your student's case manager or visit <https://www.ucfsd.org/departments/special-education/pssp>.

Consent to Use Electronic Access to Documents in Place of Receipt of Paper Copies

I am the parent or legal guardian of _____ and hereby consent to the use of an online, secure electronic database (PowerSchool Special Programs (PSSP)) as the means by which I will receive **ALL** copies of Individualized Educational Programs, Evaluation and Reevaluation Reports, Progress Reports, Prior Written Notices, Procedural Safeguards Notices, Gifted Individualized Educational Programs, Gifted Written Reports, Notices of Recommended Assignments, Section 504 Service Agreements, meeting invitations, and other documents related to the special education, gifted education, and/or Section 504 programming of my child.

I understand that I will have access through the Unionville-Chadds Ford School District PowerSchool Parent Portal by use of a unique code assigned to my child. I am responsible for creating a username and password and setting up message forwarding should I choose to enable that feature. I also understand that I will **not** receive paper copies of these documents unless I request them in writing.

This consent shall remain in effect unless and until it is revoked in writing by me and that written revocation is received by the school district.

Date

Parent or Guardian Signature

Printed Name of Parent or Guardian