

Confidentiality

The RPS Early Head Start/Head Start Program is required to keep a complete record of your child's and family's participation in the Early Head Start/Head Start Program. All required records of families and children are safeguarded to ensure confidentiality. In addition to the Early Head Start/Head Start staff, and the following individuals may have access to your child's file:

- Official Representatives of the Department of Health & Human Services & USDA.
- Auditors for the RPS Early Head Start/Head Start Program.
- RPS Early Head Start/Head Start Consultants.
- Virginia Department of Child Care Licensing Center Directors & Teaching Staff (limited access).
- RPS Principals & Assistant Principals (limited access).
- RPS Transportation (Emergency Contact Information only).
- Interns working with families enrolled in the program.

Only with the parent's or legal guardian's signed consent will any information be shared with other agencies or individuals.

Signed consent is not required when the release of information is required by law and/or court order.