

Child Find Activity: Confidentiality of Personally Identifiable Information

The Eau Claire Area School District is required to locate, identify, and evaluate all children with disabilities, including children with disabilities attending private schools in the School District, and homeless children. The process of locating, identifying, and evaluating children with disabilities is known as child find. This agency conducts child find activities each year. This notice informs parents of the records the School District will develop and maintain as part of its child find activities. This notice also informs parents of their rights regarding any records developed. The School District gathers personally identifiable information on any child who participates in child find activities. Parents, teachers and other professionals provide information to the school related to the child's academic performance, behavior and health. This information is used to determine whether the child needs a special education services. Personally identifiable information directly related to a child and maintained by the school is a student record. Student records include records maintained in any way including, but not limited to, computer storage media, video and audiotape, film, microfilm and microfiche. Records maintained for personal use by a teacher and not available to others and records available only to persons involved in the psychological treatment of a child are **not** student records.