



**Education Center**  
Cincinnati Public Schools  
P.O. Box 5381  
Cincinnati, Ohio 45201-5381

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www.cps-k12.org

## **Parent/Guardian Consent Form Student Computerized Records**

The Cincinnati Public Schools partners with a number of organizations to assist with addressing student needs. These organizations include:

- The YMCA
- **GEARUP**
- Cincinnati Youth Collaborative
- The Urban League of Greater Cincinnati
- Families Forward
- Cincy After School

The partners offer an array of services related to the following areas: tutoring, mentoring and health services. Services are organized and expedited through coordinators who are assigned to individual schools.

The coordinators from organizations may request access to the student computerized records system to view personally identifiable student data. This would enable the coordinators to appropriately identify and assign services to students. If granted access, the coordinator must maintain the confidentiality of student identifiable information, educational records, and the individual names of students. In addition, the coordinator is only permitted to access student records to the extent necessary to perform his/her assigned duties. Confidential information may only be shared to the extent that the information is relevant to the student's educational progress, safety, or well being. Student information may be disclosed in a grave medical emergency which necessitates facilitation of medical care.

A parent/guardian authorization is required to allow the coordinator access to your child's data. Please indicate your consent below.

**I have read the above and consent to GEARUP Staff at**

\_\_\_\_\_ **to access my child's information.**

(School)

\_\_\_\_\_  
**Parent/Guardian Name (print)**

\_\_\_\_\_  
**Student Name (print)**

\_\_\_\_\_  
**Parent/Guardian Signature**

\_\_\_\_\_  
**Date**

Location: 2651 Burnet Avenue Cincinnati Ohio 45219 TDD: (513) 363-0124

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