



DRDP Online Roles and Permissions

Roles	Permissions
Teacher	<ul style="list-style-type: none"> View Dashboard Classrooms View My Classes View and Edit Observations (View Portfolio) View Child Enrollment View, Enter, and Edit Child Rating View Resources View and Download Reports
Teacher of Record	<ul style="list-style-type: none"> View Dashboard Classrooms View My Classes View and Edit Observations (View Portfolio) View Child Enrollment View, Enter, Edit, and Lock Child Rating Edit Share Status View Shared Child View Sites View DRDP Resources View and Download Reports
Teacher Of Record + Enrollment	<ul style="list-style-type: none"> View Dashboard Classrooms View, Enter, Edit, Lock, and Unlock Child Rating View and Edit Observations (View Portfolio) View, Create, and Edit Child Records View and accept Pending Exits View and accept Pending Re-Enrollments View and accept Pending Transfers View Total Locked Children View, Create, Edit and Un-Enrollment View, Create, and Edit Classrooms Edit Teachers (Users) View and Edit Share Status of Child View DRDP Resources View and Download Reports

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Roles	Permissions
Agency Administrator	<ul style="list-style-type: none"> Create, Edit, and Delete User Accounts Create, Edit, and Delete Child Accounts Create, Edit, and Deactivate Sites Create, Edit, and Deactivate Classrooms View, Create, and Edit News Items Create, Edit, and Delete Enrollments Create Custom Rating Views Assign Approved Vendor to Agency Account View, Add, and Edit Observations (View Portfolio) View Pending Exits View Pending Re-Enrollments View Pending Release Requests View Pending Transfers Download Demographics Incl. Ratings Download Demographics Incl. Ratings and Scores Download Demographics Incl. Scores Download Demographics Only View and Edit Share Status of Child
Site Administrator	<ul style="list-style-type: none"> Create, Edit, User Accounts Create, Edit, Child Accounts Create and Edit Sites Create, Edit, and Deactivate Classrooms View, Create, and Edit News Items Create and Edit Enrollments Assign Approved Vendor to Agency Account View Observations (View Portfolio) View Pending Exits View Pending Re-Enrollments View Pending Release Requests View Pending Transfers Download Demographics Incl. Ratings Download Demographics Incl. Ratings and Scores Download Demographics Incl. Scores Download Demographics Only View and Edit Share Status of Child

Roles	Permissions
<p>Family Childcare Provider</p>	<p>Create, Edit, and Delete User Accounts Create, Edit, and Delete Child Accounts Create, Edit, and Deactivate Sites Create, Edit, and Deactivate Classrooms View and Edit Rating Periods View, Create, and Edit News Items Create, Edit, and Delete Enrollments Create and Edit Rating Views Create Custom Rating Views Assign Approved Vendor to Agency Account View Observations (View Portfolio) View Pending Exits View Pending Re-Enrollments View Pending Release Requests View Pending Transfers Download Demographics Incl. Ratings Download Demographics Incl. Ratings and Scores Download Demographics Incl. Scores Download Demographics Only View and Edit Share Status of Child</p>
<p>Head Start Grantee Admin</p>	<p>Create, Edit, and Delete User Accounts Create, Edit, and Delete Child Accounts Create, Edit, and Deactivate Sites Create, Edit, and Deactivate Classrooms View and Edit Rating Periods View, Create, and Edit News Items Create, Edit, and Delete Enrollments Create and Edit Rating Views Create Custom Rating Views Assign Approved Vendor to Agency Account View Observations (View Portfolio) View Pending Exits View Pending Re-Enrollments View Pending Release Requests View Pending Transfers Download Demographics Incl. Ratings Download Demographics Incl. Ratings and Scores Download Demographics Incl. Scores Download Demographics Only View and Edit Share Status of Child Access to Children Page Head Start Children Page</p>

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Lead Agency Administrator	Create, Edit, and Delete User Accounts Create, Edit, and Delete Child Accounts Create, Edit, and Deactivate Sites Create, Edit, and Deactivate Classrooms View and Edit Rating Periods View, Create, and Edit News Items Create, Edit, and Delete Enrollments Create and Edit Rating Views Create Custom Rating Views Assign Approved Vendor to Agency Account View Observations (View Portfolio) View Pending Exits View Pending Re-Enrollments View Pending Release Requests View Pending Transfers Download Demographics Incl. Ratings Download Demographics Incl. Ratings and Scores Download Demographics Incl. Scores Download Demographics Only View and Edit Share Status of Child