



North Polk CSD-Parent Agreement Electronic Student Information System and Records Form

I am requesting access to my student's family information on the North Polk CSD Internet web site. I agree to abide by and support the expectations listed below. I understand, for the interest of security, the District reserves the right to change user passwords or deny access at any time. By signing this agreement I, as a user, release the North Polk School District from any and all liability for damages arising out of the unauthorized access to my portal account. I agree to protect any information printed or transferred to my computer, or destroy the documentation generated from this site.

1. All records, data, or information related to individual students shall be treated as **confidential**, and shall be maintained in the manner that will assure the privacy of the students and parents. Parents/guardians and eligible students are only granted access to the electronic information via a unique user ID and password.
2. Your signature below indicates that you have carefully read and understand the significance of the terms and conditions set forth and will remain in effect for the duration of my enrollment with the North Polk CSD.
3. The North Polk CSD is committed to maintaining the confidentiality of educational records and any other student information. I will not allow anyone else to use the account or view the data.
4. Portal users will not attempt to harm or destroy data of their children, another user, school or district network.
5. Parents will not use the Campus Portal for any illegal activity, including violation of Data Privacy laws.
6. Parents who identify a security problem should contact the high school office 515-685-3528 ext: 2204. Or email Mr. Christensen at jack@northpolk.org
7. All data on the Campus Portal is **unofficial**. This includes, but is not limited to, attendance, transcripts, and grades.
8. Individuals who are identified as a security risk to the Campus Portal or any other North Polk computers or networks will be denied access to the Campus Portal. Only by signing this agreement will you receive access to the Campus Portal.

Important: If disclosure of student/family information occurs or if access privileges need to change, then the eligible Portal User must come to the school and request a change.

Three unsuccessful logins will disable my account. If my account becomes locked, I will come to the school and ask to have my account be unlocked.

Parents must understand that updates will vary from class to class. Parents can expect that grades for an assignment will be posted seven days after that assignment has been turned in. Teachers are requested to post grades to Portal once per week.

Parent Signature
Please print name(s) of student(s) _____
Parent email _____

Date