

Shrewsbury High School

PowerSchool

Acceptable Use Policy – Parent Access

Access to your child's grades and attendance through PowerSchool is being provided to you as a form of communication with teachers and administrators during the 2010-2011 school year. More importantly, it is to help all of us in our efforts to support your child's education. Please read these guidelines carefully and fill out the attached "Request for PowerSchool Access" form.

Please read the following Acceptable Use Guidelines:

1. Username and passwords are to be kept confidential.
 - a. The district accepts no responsibility in the event the username and password is shared, given, stolen, or in any other way, becomes the possession of a person other than the parent/guardian.
 - b. In the event a username/password is compromised, the parent/guardian can contact the school to have the password changed.
 - c. If you forget your username and/or password, you will be required to fill out a written request for the school. Forms can be obtained in the office or downloaded from the school website.
2. Only **one** username and password will be issued per student when their signed agreement is returned to the school. It is your responsibility to determine which parent(s)/guardian(s) will be able to access records.
3. We will monitor parent/guardian access to PowerSchool. The Parent Access Log lists date of login, time accessed, and duration of login (in minutes).
4. You must adhere to the following protocol in the order listed for concerns regarding your child's grades:
 - a. Speak with your child first.
 - b. Have your child talk to their teacher for clarification.
 - c. Check teacher's grading policy described in his/her course syllabus.
 - d. Parent/guardian may send **ONE** email or call the teacher and expect a response in a timely manner.
 - e. Parent/guardian may request a meeting through the Guidance Department.
 - f. After all of the above, a parent/guardian may contact school administration by phone or by email.
5. Even though you will be able to check grades 24 hours a day / 7 days a week, teachers will be expected to update their gradebooks at mid-quarter and at the end of the quarter/semester.

Please be patient and do not contact teachers requesting a grade sooner than what is outlined above.
6. Final quarter grades will be posted on the day report cards are sent home.
7. Attendance concerns should be addressed by calling the school office at (508) 841-8809 or send an email to the attendance secretary, psattendance@shrewsbury.k12.ma.us Attendance is accurate up to the close of the previous school day.

Terms of Use:

1. I understand that the school district is providing this access as a privilege, and if it is abused, my account will be suspended and/or terminated.
2. I understand that the Shrewsbury Public Schools is not liable for any damages to my personal equipment incurred when connected to the PowerSchool System.
3. In consideration of using the Shrewsbury Public School District network and having access to my child's grades and attendance, I hereby release the Shrewsbury Public School District and its officers, employees, and agents from any claims and damages from my use of the system.
4. I understand that the school will continue to send progress reports and report cards home at the end of each term for the 2010-2011 school year.

Disclaimer

This system is provided only as an educational support for you and your child. The information provided by the PowerSchool Parent Portal is not an official record. For official student records contact your school. Neither this institution nor Pearson Education accepts any responsibility for information provided by this system and/or for any damages resulting from information provided by this system.

Request for Access to PowerSchool 2010-2011

Fill out this form completely and return it to the Shrewsbury High School. By signing this agreement, you acknowledge that you have read and agree to comply with the Acceptable Use Guidelines and Terms of Use.

I, _____, am the legal parent/guardian of _____, and wish to request electronic
print parent/guardian name print student's name
access to his/her grades and attendance. I have read the Acceptable Use Guidelines and Terms of Use with my student. My student and I agree to adhere to these guidelines and terms. We understand that any violation of these Acceptable Use Guidelines and Terms of Use will result in suspension and/or termination of my account.

My Current Mailing Address:

Street Address:	
City, State, Zip	
Phone:	

Student Name (Print):
Student Signature:

Parent/Guardian Name (Print):
Parent/Guardian Signature:
Parent/Guardian E-mail address:

Date:

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