

Stoughton Public School District
PowerSchool Parent Portal Agreement and Application Form

I am requesting to review my child(ren)'s student information on the Stoughton Public School District's Parent Portal website. I understand that in the interest of security, the District reserves the right to change user passwords or to deny access at anytime.

By signing this agreement, I as parent/guardian, release the Stoughton Public School District from any and all liability for damages arising out of the unauthorized access to my parent/guardian account.

I also agree to abide by the following guidelines:

- I agree that I will not share my password or allow anyone other than myself to use the account including my own child(ren).
- I agree to protect any information printed or transferred to my computer, or destroy the documentation generated from this site.
- I understand that three unsuccessful logins will disable my account. If my account becomes locked I will contact the Helpdesk via email at Helpdesk@stoughtonschools.org and request the account to be unlocked. I will answer any questions to verify my identity. At the sole discretion of the District, the account may be unlocked, but I understand that it may take up to five school days to have my account unlocked.

Parent/Guardian Information

By my signature below, I affirm that there are no legal restrictions that would preclude me from accessing my student's information. By my signature below, I have read and understood the terms of the PowerSchool Parent/Guardian Portal Acceptable Use and Safety Policy and agree to adhere to its terms.

Parent/Guardian Name (1)	Parent/Guardian Signature	
_____	_____	
Parent/Guardian Name (2)	Parent/Guardian Signature	
_____	_____	
Street Address	Town	Zip
_____	_____	_____
Email Address Parent/Guardian (1)	Email Address Parent/Guardian (2)	
_____	_____	

List the name(s) of your child(ren) currently enrolled that you have guardianship rights to. The information given on this form must match the enrollment information provided during registration.

Child's Last Name	Child's First Name	Date of Birth	School	Relationship to Child
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Please forward completed form to your child's school.

Important: Once the above information is verified and processed, you will receive your PowerSchool access ID's and Passwords along with directions on how to access the site and create your Username and Password.

Please send my Access ID's and passwords by: _____ Email (Parent/Guardian 1) OR _____ Mailing Address
_____ Email (Parent/Guardian 2) OR _____ Mailing Address

DISTRICT USE ONLY

Date Received _____ Access ID & Password Provided _____ Initials _____

Stoughton Public School District
PowerSchool Parent Portal Acceptable Use and Safety Policy

Purpose:

Stoughton Public School District has opened the Parent Portal to enhance communication between the district and parents/guardians. Users of the Parent Portal may have access to the following information about their children:

- Personal data and contact preferences
- Attendance
- Student Schedule
- Transportation routing information
- Behavior
- Report Cards
- Transcripts
- Graduation Requirements

Stoughton Public School District reserves the right to add or remove any of the above functions from the Parent Portal at any time.

Use of Parent Portal:

Access to the Parent Portal on the school district's system is a privilege, not a right. Users of the Parent Portal are required to adhere to the following guidelines:

- User will act in a responsible, legal and ethical manner.
- User will not attempt to harm or destroy data, the school or district network.
- User will not attempt to access data or any other account owned by another user.
- User will not use the Parent Portal for any illegal activity, including violation of data and privacy laws. Anyone found to be in violation of these laws may be subject to civil and/or criminal prosecution.
- Users who identify a security problem with the Parent Portal must notify the Helpdesk immediately without demonstrating the problem to someone else.
- Users will not share their password with anyone, including their own children.
- Users will not set their own computer to automatically log-in to the Parent Portal.
- Users identified as a security risk to the Parent Portal or the Stoughton Public School District network will be denied access to the Parent Portal.

System Requirements:

Computer: Pentium 2 or higher recommended & Macintosh

Windows Operating System: Windows 98 or higher / Mac OS

Software: Internet Explorer 5.5 or higher, FireFox 3.x or higher

Adobe Acrobat Reader: minimum version 8 (free download www.adobe.com)

Internet Connection: High Speed Cable/DSL recommended – minimum 56K

Monitor: Best viewed with resolution set at a minimum of 800x600

Technical Issues with the Parent Portal:

Technical issues should be directed to the Helpdesk via email at Helpdesk@stoughtonschools.org

Student Record Information:

Student Information issues should be directed to your child's school main office.

If you are interested in taking advantage of this new technology, we are asking you to follow the steps below:

1. Please fill out the form found on the following page and bring it into the main office at your child's school. If you have more than one child in the district and they attend different schools, you may drop it off at the school of your choice.
2. The District will contact you via email or regular mail and give you the URL for the Parent Portal along with the Access ID and Password for each student. You will only need the Access ID and Password the first time you access the portal.
3. We will also give you instructions on how to log into the Parent Portal for the first time, where you will be able to set your own user name and password. You will need only one user account to access all the children in your household.