



Infinite Campus Parent Portal Acceptable Use and Safety Policy

Black River Public School uses Infinite Campus for student information management. Infinite Campus has developed a parent portal tool, called Campus Parent to allow parents and/or legal guardians to monitor their children's progress, enhance communication with parents and further promote educational excellence. Black River will provide parents and/or legal guardians of currently enrolled students the privilege of free access to Campus Parent at any time and anywhere that an internet connection is available. Only parents or guardians of students enrolled in the district will be allowed access to the parent portal. Black River Public School reserves the right to deny or cease access to Campus Parent due to the abuse of the portal, court orders, or any other legal proceedings that limit the availability of private educational data.

PURPOSE:

Black River Public School has granted parental access to the Infinite Campus student information management system to enhance communication between the district and parents and/or legal guardians. Users of Campus Parent will have access to the following information about their children:

- Personal data and contact preferences
- Announcements
- Attendance
- Calendar
- Student schedule
- Grade book and assignments
- Progress reports
- Food Service and Fees
- Transcripts

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

USE OF THE PARENT PORTAL:

Access to Campus Parent 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:

1. User has read the Infinite Campus Parent Portal Acceptable Use and Safety Policy and will act in a responsible, legal, and ethical manner.
2. User will not attempt to harm or destroy data, the school, or the district network.
3. User will not attempt to access data or any other account owned by another user. All data that is accessible on Campus Parent is unofficial.
4. User will not use Campus Parent for any illegal activity, including violation of data privacy laws. Anyone found to be in violation of these laws may be subject to civil and/or criminal prosecution.
5. Users who identify a security problem with Campus Parent must notify the district's Technology Department immediately without demonstrating the problem to someone else.
6. Users will not share their password with anyone, including their own children.
7. Users will not set their own computer to automatically log-in to Campus Parent.
8. Users identified as a security risk to the Infinite Campus system portal or the Black River Public School network will be denied access to Campus Parent.

TECHNICAL ISSUES WITH THE PARENT PORTAL:

Technical issues should be directed to the Black River Public School Technology Director, Caleb Fisher at fisherc@brpsk12.org

SYSTEM REQUIREMENTS:

Computer

- Processor 486 running at 66MHZ; Pentium recommended
- Windows Operating System: Windows 98 or higher
- RAM: 16MB RAM or greater
- Disk space: 45MB

Software

- Internet Browser: Internet Explorer 5.5 or higher
- Adobe Acrobat Reader: minimum version 5

Internet Connection

- Modem speed of 56K or higher

Monitor

- The Parent Portal is best viewed with your monitor resolution set at a minimum of 800x600.

INFINITE CAMPUS PRIVACY POLICY:

School Information

Infinite Campus provides security so that school data is only available to those the school designates. Each user maintains a unique username and password in order to access the

school's information. Users are able to change their password and user name by contacting the main office. Only the school has access to this information.

Infinite Campus Student Management System has security measures in place to protect the loss, misuse, and alteration of the information under our control.

Password Information

Passwords are private and should not be given to anyone else. Parents and students should protect their password so that others cannot access their information.

Student Access

Students given access to Campus Student can see the information about themselves that BRPS has provided, but can make no changes, additions, or deletions to that information. The only personal information we collect from students is their email address. We disclose the email address to the teachers and school System Administrator, who will use it to communicate with their students. If the parent does not give consent, this functionality will be turned off for that student, and no disclosure will be made.

Concerns about the data you find on the portal should be addressed to your student(s) teacher, or the main office in your student(s) building.

