

## Request for Permission To Access The SchoolTool Parent Portal

My name (please print) \_\_\_\_\_ Phone: \_\_\_\_\_

I am a parent, guardian, or person in parental relation, of a student in the RCS Central School District ( District ), namely:

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

I request that the District provide me with a **login password** that will allow me to access information about my student's school performance, including classes, teacher names, attendance, grades, and discipline. I understand that this information is stored in a database called SchoolTool, which is maintained by the District. In return for the District providing me with a login password, I agree to the following Terms of Network Access:

Please initial each item to acknowledge it, and sign below.

\_\_\_\_\_ I will maintain a valid email address that the District may use to send me the login password and other messages about SchoolTool or my child. My present email address for this purpose is:

\_\_\_\_\_ @ \_\_\_\_\_

\_\_\_\_\_ I will only attempt to view information about the student(s) listed above. I will not attempt to "hack", manipulate, or otherwise try to evade the security measures to access information regarding any other person.

\_\_\_\_\_ I will not intentionally transfer to the SchoolTool network any virus, Trojan horse, or other malicious computer code. If granted the ability to enter data into my child's record, I will only enter accurate information.

\_\_\_\_\_ I understand that the SchoolTool network may record and retain information about when and how I use SchoolTool through the Parent Portal, and that this information is the property of the District and subject to review by the District. I agree that I will **not disclose my login password** to any other person, not even other people in my family or household. **I accept responsibility for all actions that are performed by anyone gaining access to the SchoolTool network using the login password assigned to me.** I understand that the District retains the discretion to block my access to SchoolTool whenever it has reasonable suspicion to believe that I have violated one of the foregoing Terms of Network Access.

\_\_\_\_\_  
Signature of Parent/Guardian/Person in Parental Relation

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**District staff only:**

Photo ID: YES

NO