



## Haywood County Schools Home Base/PowerSchool

### Parent Portal Use Agreement Application For Access

The Haywood County School System is excited to be utilizing one of the features available through the district's Students Information System called the PowerSchool Parent Portal. The portal provides parents with the privilege of accessing their children's records through a secure internet connection. You must agree to the following terms and conditions prior to accessing the PowerSchool Parent Portal.

Access to your child's grades and attendance is provided through PowerSchool as another form of communication with the goal of supporting your child's education. Please read the following guidelines carefully and fill in the required information attached to access the Parent Portal. Participating parents/guardians will be expected to act in a responsible, ethical, and legal manner, as well as to abide by and support the following guidelines:

- 1). Keep your username and password confidential. Best practice is not to share your login information with your child as there is parent-specific information that should not be available to students.
- 2). It is your responsibility to determine which parents or guardians are able to access records. By logging into the PowerSchool Parent Portal, you acknowledge that you are duly authorized to view the site. Users will not attempt to gain unauthorized access to the district system or go beyond their authorized access. This includes attempting to login through another person's account or access another person's files. Inappropriate use will result in cancellations of a user's privilege.
- 3). Parents who are identified as a security risk to the Parent Portal will be denied access to the Parent Portal.
- 4). Grade concerns should first be addressed in a conversation with your child. If your concerns are still unresolved, follow up with your child's teacher by phone or email.
- 5). The Haywood County School System reserves the right to monitor, inspect, copy, review and store at any time, and without prior notice, any and all usage of the PowerSchool Parent Portal and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the school district.
- 6). I release Haywood County Schools from any and all liability for damages arising out of unauthorized access to this account.

By filling in the information below as a parent or guardian, I have read and agree with this policy. I understand that access is a privilege designed for the educational support of my child.

**Parents with multiple Students in Haywood County Schools must submit one form per student to the appropriate school(s).**



### Parent/Guardian Information:

First Name:	Middle Initial:	Last Name:
Relationship to Student:		
Home Phone:	Cell Phone:	Work Phone:
Street Address:		
City:	State:	Zipcode:
Email Address:		

### Student Information:

First Name:	Middle Name:	Last Name:
Grade Level:	Date Of Birth:	Student ID Number:
Street Address:		
City:	State:	Zipcode:
<b>Are there any legal restraints prohibiting a parent/guardian from having access to this student's data?</b>		
Yes:	No:	If Yes, please attach a copy of court order
<p>I verify that I am the parent/guardian of the student named above. I understand that the Haywood County Public School System reserves the right to grant or deny access to the Parent Portal in accordance with the U.S. Family Education Rights and Privacy Act (FERPA). I also certify that I will advise my student's school of any issues resulting in a need for change of access to student records. I agree to keep my password and the data contained within the Parent Portal confidential. I also agree that I shall make no attempt to alter or destroy data and will report to the school administration any attempts to do so or any security concerns that may arise. Failure to abide by the terms of this agreement will result in the termination of my account.</p>		
Parent/Guardian Signature:		Date:
<b>DO NOT WRITE BELOW THIS LINE</b>		
Photo ID Check By:	Name/Address Matches Form	Yes: No:
Identification: (Driver's License, Photo ID, etc.)	Issuing Agency:	
	ID #:	
Approved:	Denied:	Date Student Access Number Sent: _____/_____/_____
Provide reason if application is denied:		
Approved/Denied By:		

