

East Islip School District Parent Portal Acceptable Use Policy

October 2014

The Infinite Campus Parent Portal is a special tool that enables parents to monitor the educational growth of their child. Use of the portal helps to strengthen communication between home and school. Parents and legal guardians will be able to view different areas of information concerning their child(ren). Each parent or legal guardian of a student in our District will be assigned a unique user login. By activating their user account, parents and legal guardians agree to abide by and support the terms of use and user expectations set forth in this document.

Section 1: User Expectations

A) Access Information

Access to the portal is a free service offered to all parents or legal guardians.

East Islip School District Parent Portal Acceptable Use Policy

October 2014

limited to violation of federal and state data privacy laws. Anyone found to be in violation of these laws will be subject to civil and/or criminal prosecution. Parents/legal guardians who identify a security problem within the portal must notify their school immediately by sending an e-mail to parentportal@eischools.org, and without demonstrating the problem to anyone else. Parents/legal guardians will not share their passwords or allow anyone other than themselves to use their Parent Portal accounts, including their own child(ren). Parents/legal guardians will not set any computer to automatically log in to the Parent Portal. Parents/legal guardians will log out of their Parent Portal user accounts when they are not at their computer. Parents/legal guardians identified as a security risk will be denied access to the sites.

E) Security Features

Access is made available through a secure Internet site. Account holders are responsible for protecting their passwords and for properly protecting or destroying any printed or electronic documentation generated from or about the Parent Portal site. Unsuccessful login attempts may disable the user's account. In order to use the account again the user will need to contact the Parent Portal Help Desk at parentportal@eischools.org. Users may be automatically logged off if they leave their web browser open and inactive for a period of time. Parent or guardian accounts will be deactivated when all their children have either withdrawn or graduated from East Islip Public School District, or a court action denies the parent or guardian access to his/her child's information.

G) Limitation of School District Liability

The District will use reasonable measures to protect student

East Islip School District Parent Portal Acceptable Use Policy

October 2014

Section II: Parent Portal Access

A) Initial Account Request and Setup

For parents/legal guardians who do not currently have Parent Portal accounts but have a child already enrolled:

Each Parent Portal user must agree to the terms of this Agreement.

building for the information needed to create the account.

B) System Requirements

The Portal may be accessed from any computer with Internet connectivity, and an up-to-date Web browser.

A current version of Adobe Acrobat is needed in order to view reports generated by the Infinite Campus Parent Portal.

C) Support

Parents/legal guardians should refer to the support documents which ca Parent which is located

webpage at www.eischools.org Login instructions and pertinent documents will be available under Infinite Campus Parent Portal.

For assistance, users can contact the Parent Portal Help Desk at parentportal@eischools.org

Support service may be offered as an accommodation only and the District does not guarantee or warranty the adequacy or accuracy of such support service.

The District cannot troubleshoot home computer issues.

Section III: Acceptable Use

Parents/legal guardians agree to abide by the following guidelines whe

Passwords should not be saved to automatically populate during login to the Portal, as others using the same computer would have access to confidential information.

Passwords should not be shared.

No one should attempt to log in as a parent or legal guardian for another child.

Should a user s current e-mail address be shared with other members of the family, a new e-mail address should be created for the exclusive use of the Portal.