# Parent Portal User Information, Guidelines and Use Policy

The Parent Portal is used to promote educational excellence and to enhance communication with parents. The Parent Portal allows parents to view their own child(ren)'s school records anywhere, at any time. Access to the Parent Portal is a privilege. Every user is expected to act in a responsible, ethical, and legal manner. The Parent Portal is available to every parent or guardian of a student enrolled within Hutchinson Public Schools.

## Parents are required to adhere to the following guidelines:

- Parents **will not share their passwords with anyone, including their child(ren)** and **will not set browsers to auto log-in to the Parent Portal.**
- Parents will not attempt to harm or destroy data of their own children, of another user, school, or district network, or the Internet.
- Parents will not use the Portal for any illegal activity including violation of Data Privacy laws. Anyone found to be violating the laws will be subject to Civil and/or criminal prosecution.
- Parents will not access data or any account owned by another parent.
- Parents who identify a security problem with Parent Portal must notify the District immediately, without demonstrating the problem to anyone else.
- Parents who are identified as a security risk to the Parent Portal or any other ISD 423 computers or networks, will be denied access to the Parent Portal.
- Only by signing and returning this agreement will you receive access to the Parent Portal for your child(ren).

## User Information

Within two weeks after the District office receives the signed Acceptable Use Policy form, the log-in information will be emailed.

The password must be changed the first time the Parent Portal is logged into.

System Requirements - use a current/modern web browser.

Parents will have access to the following data about their child:
- Attendance
- Discipline
- Class assignments for current classes (Middle School & High School only)
- Lunch account transactions and online payments

# CLICK HERE TO SIGN THE PARENT PORTAL AGREEMENT

## Need Help?

| **Parent Portal Assistance** | **Infinite Campus & Data Management Assistance** |
|---|---|
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