

Parent Portal Letter

Fairfield Community School District - Parent Portal Agreement

Purpose: To provide parents/guardians and eligible students the opportunity to view data from the District's student information system via the internet. The Campus Portal can be accessed from the Fairfield Community School District (FCSD) webpage at www.fairfieldsfuture.org.

By requesting internet access to my student's data, I agree to abide by and support the expectations listed below. By my signature requesting access I, as a user, release the Fairfield Community School District from any and all liability for damages arising out of unauthorized access to my Parent Portal Account.

1. All records, data, or information related to individual students shall be treated as confidential and shall be maintained in a manner that will assure the privacy of students and parents. Only parents/guardians and eligible students are granted access to the electronic information via a unique user ID and password.
2. The Fairfield Community School District is committed to maintaining the confidentiality of educational records and any other student data maintained in the District's student information system.
3. I agree to protect any information downloaded or printed from the Portal.
4. I will not allow anyone else to use or view my account.
5. I will not attempt to harm or destroy data of my children, another user, school, or FCSD network.
6. I will not use the Parent Portal for any illegal activity, including violation of data privacy laws. Anyone found to be violating the law will be subject to civil and/or criminal prosecution.
7. I will not access data or any account belonging to another parent/student.
8. Users who identify a security problem with the Parent/Student Portal must notify the FCSD Technology Office at 641-472-6836, Ext. 3, immediately without demonstrating the problem to anyone else.
9. I understand all data accessible on the Parent/Student Portal is unofficial.
10. My signature requesting a Parent Portal Account indicates that I have carefully read and understand the significance of the terms and conditions set forth and remaining in effect for the duration of my student's enrollment with the Fairfield Community School District.

Security Features: All attempts at logging into the system are recorded and monitored. A Portal Account will be disabled after a set number of unsuccessful login attempts and dormant sessions will be automatically ended. I understand, for the interest of security, FCSD reserves the right to change user passwords or deny access at any time. Individuals identified as a security risk to the Parent Portal, or any other FCSD computers or networks, will be denied access to the Parent Portal.

Support: Helpdesk support is available at portal@fairfieldsfuture.org or by calling 641-472-6836, Ext. 3. Please allow two business days for a response. Include your name, your username, your telephone number, and a brief description of the problem.

Parents/guardians have access to the following data about their child:

- Student Census and Household Information - Address, Phone Numbers, Contacts
- Class Schedules, Attendance, Assignments, Grades, Unofficial Report Card & Unofficial Transcript
- Food Service & Registration Fees with the ability to pay online using PaySchools
- Messages/Notifications & Behavior/Discipline Records

Each area of data is updated on different schedules and timeframes depending upon data availability. FCSD reserves the right to add or remove any of the above functions from the Parent Portal at any time. FCSD reserves the right to deny access to the Parent Portal due to court orders or any other legal proceedings that limit availability of private educational data.