Zeeland Public Schools

Infinite Campus Parent Portal

Zeeland Public Schools is pleased to announce a communication tool for parents known as the Parent Portal. The Parent Portal will allow parents to view their own child's school records anywhere, any time through a secure web browser. It will allow parents more information to help promote educational excellence and enhance communication with teachers.

With a password through the Internet, parents are able to access their child's class schedule, up-to-date progress reports, discipline history, report cards and other information. While we are confident the information contained in the Parent Portal will be secure, parents will be expected to act in a responsible, ethical and legal manner. Parents will be asked to adhere to the following Acceptable Use Policy:

1. Parents will not share their passwords with anyone, including their children
2. Parents will not attempt to access data or any account owned by another parent.
3. Parents will not attempt to harm or destroy data of their own children, of another user, school or district network on the Internet
4. Parents who are identified as a security risk to the Parent Portal will be denied access to the Portal

In order to access the Parent Portal, you will need the following technology:

- Computer with Internet connection (minimum 56K modem)
- Windows 98 or higher or Mac OS9 or higher
- Firefox 1.4 or higher
- Internet Explorer 5.0 or higher (Parent Portal does not work well with Netscape)
- Acrobat Reader (a free download program many computers already have)

If you are interested in taking advantage of this technology, you will have to follow the steps below:

1. Fill out the form found below. Send it to you child's school office. You can mail it in, drop it off or have your child drop it in the office
2. We will then send you the URL for the Parent Portal, along with your unique Activation Key. You will only need this Activation Key the first time you access the portal. Notice, you can check below if you would like this info by e-mail or by "snail mail".
3. We will also send you directions to log on to the Parent Portal for the first time, where you will be able to set your own user name and password.

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NOTE: There is a need for only one form per family. You will have access until each child graduates or transfers from Zeeland Public Schools.

Please **print** the name(s) of your student(s) who attend Zeeland Public Schools:

_____	_____	_____	_____	_____	_____
Student Name	Grade	Student Name	Grade	Student Name	Grade

I would like the information about the Parent Portal to be sent to me by: _____ e-mail _____ mail

I have read the Parent Portal Acceptable Use Policy and I agree to abide by and support these rules. I understand that if I violate any term(s) of this policy, I may lose my privilege to use the Parent Portal.

_____	_____	_____	_____
Print name of Parent #1	Signature of Legal Parent/Guardian	Date	Email Address ***(please print neatly)***
_____	_____	_____	_____
Print name of Parent #2 ***(if needed)***	Signature of Legal Parent/Guardian Parent	Date	Email Address ***(please print neatly)***

If you have any questions, please contact any school office and ask for the parent portal liaison.

(Revised 01/2016)