

Graduation Year: _____

**Steamboat Springs School District
Electronic Web Access Agreement for Viewing Student Information
via Steamboat Springs School District
Infinite Campus "Sailor" Portal.**

I am requesting access to my student information on the Steamboat Springs School District Infinite Campus Portal. I agree to abide by and support the expectations outlined in the Steamboat Springs School District Acceptable Use Policy/User Guidelines for the Infinite Campus Portal (posted on the website). I understand that for security purposes the District reserves the right to change user passwords or deny student access at any time. By signing this agreement I, as a student, release the Steamboat Springs School District from any and all liability for damages arising out of the unauthorized access to my account.

I agree that I will not share my user name and password or allow anyone other than myself to use my account.

I understand that three unsuccessful login attempts will disable my account. If my account becomes locked, I will email the district's Portal Assistance line and request the account be unlocked. I will provide the proper verification for identification (username and password) at the time the account was created. I understand that it may take up to three school days to have my account unlocked.

I understand that my computer needs to meet the minimum system requirements identified by the district and that the district is not responsible for assisting with technical difficulties on my home computer. I understand that I shall abide by the SSSH Computer Code and Internet and Computer Usage Guidelines included in the student handbook.

I understand that my teachers and other school personnel may restrict use of school computers for access to the portal to students during class time or times of heavy computer usage. My teachers may also identify specific times when I may discuss information about my grades, attendance, etc. that is posted on the portal with them outside of regular class time.

I agree to maintain my e-mail address in the Account Information area of the portal and understand that it is MY responsibility to access the portal to obtain information on my grades, attendance, etc. it is NOT my teacher's responsibility to e-mail information to me.

Please PRINT:

Student Last Name	Student First Name	Student Birth Date	Current Grade

The school will collect the completed and signed form for each student.

Student Signature: _____ **Date:** _____

SSHS Computer Code

I, _____, have read and understand the code for using computers
(Print first & last name clearly)

at Steamboat Springs High School. I understand that the opportunity to use the computers is a privilege and that they are to be used for educational purposes. I realize that violating the code will result in a written referral and/or loss of computer privileges for a set amount of time. I also understand that intentional destructive behavior could result in legal consequences. **ALSO SEE YOUR PLANNER.**

SAFETY:

1. I will handle all technology equipment properly and avoid rough handling, unauthorized moving/disconnecting of equipment, or other abusive behavior.
2. I will keep computer stations and lab free of trash, logged out, and straightened up when I leave.
3. I will leave food and/or liquids outside the computer lab.
4. I will leave all backpacks and binders away from the computers and keep my chair “four on the floor” and I will keep my hands and feet to myself.
5. I will only access the computers/internet with adult supervision.
6. I will keep all personal and school information safe and private.

SELF-CONTROL:

1. I will only use approved programs or CD’s on the school’s computers.
2. I will preview before printing.
3. I will keep my user name and password private and respect the privacy of others.
4. I will only access approved and appropriate sites.

RESPECT:

1. I will handle all technology equipment properly and avoid rough handling, unauthorized moving/disconnecting of equipment, or other abusive behavior.
2. I will keep my user name and password private and respect the privacy of others.
3. I will only access the computers/internet with adult supervision.
4. I will only download music, screensavers, photos, or anything else from the internet that is for a class assignment. I will not join in chat groups, IM, games, or email at school.
5. I will respect the ownership of other’s work and abide by copyright laws.

RESPONSIBILITY:

1. I will use the computers for an appropriate purpose and will avoid changing or using inappropriate settings or actions.
2. I will keep computer stations and lab free of trash, logged out, and straightened up when I leave.
3. I will leave food and/or liquids outside the computer lab.
4. I will keep my user name and password private and respect the privacy of others.
5. I will access the computers/internet for educational purposes only.
6. I will keep all personal and school information safe and private.
7. I will only download music, screensavers, photos, or anything else from the internet that is for a class assignment.

Signature _____ Date: _____

Password (at least 4 characters) _____ Graduation Year: _____

(Print clearly—pay attention to upper and lower case letters;
a safe password is a combo of letters/numbers/symbols)