

# Denver City ISD Family Access User Agreement

Access to these electronic information systems is a privilege, not a right, and must be treated as such by all users of these systems. All users must act honestly, responsibly, and prudently. Every user is responsible for the integrity of these information resources. All users must respect the rights of other computer users, and take care in acting responsibly to safeguard the security and confidentiality of electronic resources, information, and similar assets.

## PRIVACY

The Family Access program will require the following information when the user is requesting an online account:

- Last name
- First name
- Home address
- Home phone number
- Student ID
- Student Date of Birth
- E-mail address

Denver City ISD uses this information in order to assist in the verification and activation of the account.

Only those Denver City ISD employees who work directly with the Family Access software will have access to the information you enter online.

Denver City ISD, under certain circumstances, may be required to disclose information to authorities when it is reasonably believed that such action is necessary to: (1) conform to legal requirements or comply with legal processes; (2) protect and defend the rights and property of Denver City ISD; or (3) protect the legal or personal interests of Denver City ISD employees.

Because the security of your personally identifiable information is of concern to us, Denver City ISD has physical, electronic and managerial procedures in place to assist us in providing secure transmission of your information from your PC to our servers. Unfortunately, no data transmission over the Internet can be guaranteed to be secure. As a result, while Denver City ISD strives to protect your personal information, we cannot and do not ensure or warrant the security of any information you transmit to us or from our online services, and you do so at your own risk.

Users may not supply false or misleading data, nor improperly obtain another user's password, in order to gain access to computers or network systems, data or information. Users shall not misrepresent others on the system or attempt to gain unauthorized access.

Denver City ISD accounts are all password protected so that only authorized members are permitted to access them or view the member information relevant to the account. We recommend that you do not divulge your password to anyone. Denver City ISD will not ask you for your password in an unsolicited phone call or email. You are solely responsible for maintaining the secrecy of your password and any account information.

### **SECURE NETWORK INFRASTRUCTURE**

Firewalls – Access to the Denver City ISD’s application network must pass through firewalls in order to secure access to the Family Access database.

### **LEGAL CONTEXT OF THIS POLICY**

Regarding legal context; all existing laws (local, state and federal) and district policies, regulations and rules apply; including not only those laws, policies, regulations and rules that are specific to computers and networks, but also those that apply generally to personal conduct.