



Infinite Campus Parent Portal User Agreement

What is the Infinite Campus Parent Portal?

Infinite Campus Parent Portal ("Portal") is a tool for parents and students to access online, timely, and secure information about their children or themselves. Each parent/legal guardian is provided with his/her own unique portal activation key for creating a user login and password for the Parent Portal. By activating the user account, parents/guardians agree to abide by and support the terms of use and user expectations set forth in this document.

International Charter Academy of Georgia (ICAGeorgia) supports access by parents/guardians, teachers, and administrators to informational resources that will improve participation in a child's education and improve communication between parents/guardians, teachers, principals, and administrators. Parents/guardians agree to comply with the terms set forth in this Agreement.

To set up a new Parent Portal Account:

Please read the following User Agreement and sign at the bottom. After submitting the signed form to the central office via email at info@internationalcharteracademy.org, the administrative assistant will verify your parent/guardian status. Upon verification is complete, you will be given an activation key number needed to set up your account along with instructions.

Acceptable Use Policy for Infinite Campus Parent Portal Access

A) Rights and Responsibilities

The Parent Portal is a free service offered to all current students' parents/guardians of ICAGeorgia. Access to student information via the Parent Portal is a privilege, not a right. Each Parent Portal user must agree to the terms of this Agreement. Parents/guardians need to complete and accept only one form for all children in their household. Only after a family has enrolled their child(ren) will a parent/guardian be authorized to activate a Portal account. Once a student withdraws or graduates from ICAGeorgia such access will be deactivated.

B) Information Accuracy Responsibilities

Information accuracy is the joint responsibility of school and parents/guardians. ICAGeorgia will make every attempt to ensure information is accurate and complete. If a parent/guardian discovers any inaccurate information, they will notify the school immediately.

C) Accessible Information

ICAGeorgia reserves the right to discontinue the use of the Parent/Student Portal at any time. ICAGeorgia reserves the right to add, modify or delete functions viewed via the Parent Portal at any time without notice.

D) Portal Access Agreement

Each parent/guardian must agree to be bound by this Parent Portal User Agreement. ICAGeorgia, in its sole discretion, reserves the right to request that a parent/guardian bring photo identification to the school in order to verify his/her identity should any question arise concerning the validity of the acceptance of this Agreement.

E) Use of Parent/Student Portal

Parents/guardians agree to abide by the following guidelines when accessing the Portal:

1. Parents/guardians agree to act in a responsible, ethical, and legal manner.
2. Parents/guardians will not attempt to harm or destroy the school, the ICAGeorgia's data, or networks.
3. Parents/guardians will not attempt to access information concerning any students other than that of themselves for students or their own child(ren) for parents/guardians or any account assigned to another person.



4. Parents/guardians will not use the Parent Portal or the ICAGeorgia network for any illegal activity, including, but not limited to violation of Federal and State Data Privacy laws. Anyone found to be in violation of these laws will be subject to civil and/or criminal prosecution.
5. Parents/guardians who identify a security problem within the Parent Portal must notify the school immediately, without demonstrating the problem to anyone else.
6. Parents/guardians will not share their password or allow anyone other than themselves to use their Parent Portal account.
7. Parents/guardians will not set any computer to automatically log in to the Portal.
8. Parents/guardians will log out of their Portal user account when they are not at their computer.
9. Parents/guardians identified as a security risk will be denied access to the site.
10. The parent/guardian account will be permanently deactivated when his/her children have either withdrawn or graduated from ICAGeorgia, or a court action denies the parent/guardian access to his/her child's information.
11. Users shall not seek to learn or change or share other users' passwords, modify other users' files or data, or misrepresent other users of the network.
12. Users shall not intentionally disrupt the use of the network or devices attached to the network.
13. Users agree that hardware or software shall not be destroyed, modified, damaged or abused in any way.
14. Malicious use of the system to develop programs or computer viruses that harass other users, infiltrate a computer or computer system, damage the software components of a computer or computing system are prohibited.
15. Loading, transmitting, or intentionally receiving hate mail, harassing content and other antisocial content is prohibited.
16. Use of the system to process or upload pornographic material, inappropriate text files, illegal software, or files dangerous to the integrity of the local area network or any attached device are prohibited.

F) Limitation of ICAGeorgia Liability

ICAGeorgia will use reasonable measures to protect student information from unauthorized viewing. ICAGeorgia WILL NOT BE LIABLE FOR UNAUTHORIZED USE OF THE DEPARTMENT'S SYSTEM OR INTERNET. ICAGeorgia does not promise any particular level or method of access to the Parent/Student Portal for viewing student information. ICAGeorgia will not be responsible for actions taken by parents/guardians or students that compromise their student information. ICAGeorgia reserves the right to limit or terminate the Parent Portal for viewing student information without notice. All parents/guardians who use the Parent Portal to access their own or their child(ren)'s information consent to electronic monitoring and understand that they are granted access to a private network used as an educational tool by ICAGeorgia employees and students. Account activity is electronically recorded.

I, as parent/legal guardian of child(ren) in ICAGeorgia, verify and acknowledge that I have read the ICAGeorgia Parent Portal User Agreement, above, and agree to abide by and support the terms of use and user expectations set forth in the Agreement to insure the safety and privacy of each student.

Student Name(s)

Parent/Legal Guardian (Signature & Print)

Date