

## Application for Internet access to your child's records

Milwaukee Public Schools (MPS) offers parents Internet access to the records of their child / children. The Internet based access enhances communication between the school and the parent. This technology empowers parents to monitor the progress of their child / children at a time that is most convenient to them.

It is unfortunate, but due to the realities of the world we live in, please consider the potential abuse of this technology. Both MPS and you have a role in protecting the confidentiality of information pertaining to your child / children. MPS will continue to enforce strict standards to protect the confidentiality of student information. In cases of abuse, MPS will need to terminate access privileges and prosecute to the fullest extent of the law. Parents must keep their access codes confidential. Do not share access codes with your child / children. As your life situation changes (marriage, divorce, etc), you will need to update your access rights.

To further protect the confidentiality of information about your child / children MPS will follow a strict process to validate guardianship.

**Step 1:** Complete this application and take it to the most convenient MPS school attended by one of your children. You must appear in person with a photo id (i.e., driver's license or Wisconsin state ID), a copy of the birth certificate for your child/children, or other proof of guardianship.

**Step 2:** The school will validate your application and submit it for processing.

**Step 3:** In a few weeks, you will receive from your school access information and your log-on codes.

		<i>Office Use</i>
Child's Name _____ Pupil Number _____	School _____	
Child's Name _____ Pupil Number _____	School _____	
Child's Name _____ Pupil Number _____	School _____	
Child's Name _____ Pupil Number _____	School _____	

*(Initial)*

I have read the information above, and understand that access to my child's/ children's school information could be removed if it is found that the account has been shared, or misused.

\_\_\_\_\_  
Parent Name (*Please Print*)

\_\_\_\_\_  
Parent Name (*Signature*)

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Representative (*Print*)

\_\_\_\_\_  
Position of School Representative

\_\_\_\_\_  
School Representative (*Signature*)