

# Clark County Schools

# Acceptable Use

# Policy

The Clark County School District is pleased to announce the establishment of Internet services for its students. This letter describes the Internet services. Attached are the following:

Student Acceptable Use Policy  
Account Agreement Form

The Internet is a global network that will provide your child with access to a wide range of information from throughout the world. Your child will also be able to communicate with people from throughout the world. Use of the Internet for educational projects will assist in preparing your child for success in life and work in the 21st Century.

It is possible that your child may find material on the Internet that you would consider objectionable. The District Acceptable Use Policy restricts access to material that is inappropriate in the school environment. Although staff will supervise your student's use of the Internet, we cannot guarantee that your child will not gain access to inappropriate material. There may be additional kinds of material on the Internet that are not in accord with your family values. We would like to encourage you to use this as an opportunity to have a discussion with your child about your family values and your expectation about how these values should guide your child's activities while they are on the Internet.

You have the option of requesting that your child not be provided with access to the Internet. You must specifically authorize your child's access to an Internet and/or e-mail account. You and your child must sign and return the enclosed Student Account Agreement form to establish an account. If you wish for your child to have no access to the school data system please indicate this on the enclosed Student Account Agreement form and return it.

A complete copy of the District Acceptable Use policy is on file at the Board of Education office and at every Clark County School office. Please contact us if you have any questions or concerns.

# Clark County School Board

## Acceptable Use Policy

### A. Purpose

1. The Clark County School Data System provides employees and students with access to the District's electronic communication system, which includes Internet access.
2. The Clark County School Data System has a limited educational purpose. The purpose of the Clark County School Data System is to assist in preparing students for success in life and work in the 21st century by providing them with electronic access to a wide range of information and the ability to communicate with people from throughout the world. Additionally, the system will be used to increase District intra-communication, enhance productivity, and assist District employees in upgrading their skills through greater exchange of information with their peers. The Clark County School Data System may also assist in the sharing information with the local community, including parents, social service agencies, government agencies, and businesses.
3. Users may not use the Clark County School Data System for commercial purposes, defined as offering or providing goods or services or purchasing goods or services for personal use. District acquisition policies will be followed for District purchase of goods or services through the District system.
4. Users may not use the system for political activities, as defined by policy 03.1324 in the Policy Manual of the Clark County Board of Education. District employees and Users may use the system to communicate with their elected representatives and to express their opinion on political issues.
5. The term "educational purpose" includes use of the system for classroom activities, professional or career development, and limited high-quality self-discovery activities. Users will limit their use of the system for self-discovery purposes to no more than 8 hours per week.

### B. District Responsibilities

1. The Superintendent will serve as the coordinator to oversee the Clark County School Data System and will work with other regional or state organizations as necessary.
2. The building principal will serve as the building-level coordinator for the Clark County School Data System, will approve building-level activities, ensure teachers receive proper training in the use of the system and the requirements of this policy, establish a system to ensure adequate supervision of students using the system, maintain executed user agreements, and be responsible for interpreting the District Acceptable Use Policy at the building level.
3. The District Technology Coordinator will establish a process for setting- class and/or individual accounts, set quotas for disk usage on the system, establish a retention schedule, establish a District virus protection process, and other activities as needed.

## **C. Technical Services Provided through District System**

1. **E-mail.** E-mail will allow employees and Users to communicate with people from throughout the world. Users will also be able to subscribe to listserves to engage in group discussions related to educational subjects.
2. **World Wide Web.** The Web provides access to a wide range of information in the form of text, graphics, photographs, video, and sound, from throughout the world. The Web is a valuable research tool for Users and employees.
3. **Telnet.** Telnet allows the user to log in to remote computers.
4. **File Transfer Protocol (FTP).** FTP allows users to download large files and computer software.
5. **Blocking software.** The District will provide software designed to block access to certain sites.

## **D. Access to the System**

1. The District's Acceptable Use Policy, set forth in Section L will govern all use of the Clark County School Data System. Student use of the system will also be governed by the School Acceptable Use Policy and any disciplinary policies established by the District. Employee use will also be governed by District policy.
2. **Network Access/World Wide Web.** All District employees and Users will have access to the Web through the District's networked computers. District employees, Middle School and High School Users will be trained in the AUP and given an individual user name and password which is required for access to the network. The classroom teacher and trained school staff will supervise elementary Users. Parents may specifically request that their child(ren) not be provided such access by notifying the District in writing on the User Account Agreement.
3. **Classroom Accounts.** Elementary age Users will be granted e-mail access only through a classroom account. Elementary Users may be provided with an individual account under special circumstances at the request of their teacher and with the approval of their parent. Parents may specifically request that their child(ren) not be provided access through the classroom account by notifying the District in writing on the User Account Agreement.
4. **Individual E-mail Accounts for Users.** Secondary students may be provided with individual e-mail accounts when such accounts are available. Secondary students will not have dial-up access to the system. An agreement will be required for an individual e-mail account. This agreement must be signed by the User their parent or guardian.
5. **Individual E-mail Accounts for District Employees.** District employees will be provided with an individual account and will have dial-up access to the system.
6. **Guest Accounts.** Guests may receive an individual account with the approval of a District administrator if there is a specific, District-related purpose requiring such access. Use of the system by a guest must be specifically limited to the District-related purpose. An agreement will be required and parental signature will required if the guest is a minor.

## **E. Parental Notification and Responsibility**

1. The District will notify the parents about the District network and the policies governing its use. Parents must sign an agreement to allow their student to have an individual account. Parents may request alternative activities for their child(ren) that do not require Internet access.

2. Parents have the right at any time to investigate the contents of their child(ren)'s e-mail files. Parents have the right to request the termination of their child(ren)'s individual account at any time.
3. The District Acceptable Use Policy contains restrictions on accessing inappropriate material. There is a wide range of material available on the Internet, some of which may not be fitting with the particular values of the families of the Users. It is not practically possible for the District to monitor and enforce a wide range of social values in student use of the Internet. Further, the District recognizes that parents bear primary responsibility for transmitting their particular set of family values to their children. The District will encourage parents to specify to their child(ren) what material is and is not acceptable for their child(ren) to access through the District system.
4. The District will provide Users and parents with guidelines for User safety while using the Internet.

## **F. District Limitation of Liability**

1. The District makes no warranties of any kind, either express or implied, that the functions or the services provided by or through the Clark County School Data System will be error-free or without defect. The District will not be responsible for any damage users may suffer, including but not limited to, loss of data or interruptions of service. The District is not responsible for the accuracy or quality of the information obtained through or stored on the system. The District will not be responsible for financial obligations arising through the unauthorized use of the system.

## **G. Due Process**

1. The District will cooperate fully with local, state, or federal officials in any investigation concerning to or relating to any illegal activities conducted through the District system.
2. In the event there is an allegation that a User has violated the District Acceptable Use Policy, the User will be provided with notice and opportunity to be heard in the manner set forth in section 09.431 of the Policy Manual of the Clark Co. Board of Education.
3. Disciplinary actions will be tailored to meet specific concerns related to the violation and to assist the User in gaining the self-discipline necessary to behave appropriately on an electronic network. If the alleged violation also involves a violation of other provisions of the disciplinary code, the violation will be handled in accord with the applicable provision of the disciplinary code. (Disciplinary Actions may include but are not limited to termination or probation.)
4. Employee violations of the District Acceptable Use Policy will be handled in accord with District policy.
5. Any District administrator may terminate the account privileges of a guest user by providing notice to the user. Guest accounts not active for more than 30 days may be removed, along with the user's files without notice to the user.

## **H. Search and Seizure**

1. System users have a limited privacy expectation in the contents of their personal files on the District system.
2. Routine maintenance and monitoring of the system may lead to discovery that the user has or is violating the District Acceptable Use Policy, the disciplinary code, or the law.

3. An individual search will be conducted if there is reasonable suspicion that a user has violated the law or the disciplinary code. The nature of the investigation will be reasonable and in the context of the nature of the alleged violation.
4. District employees should be aware that their personal files are discoverable under state public records laws.

## **I. Copyright and Plagiarism**

1. District policies on copyright will govern the use of material accessed through the District system. Because the extent of copyright protection of certain works found on the Internet is unclear, employees will make a standard practice of requesting permission from the holder of the work if their use of the material has the potential of being considered an infringement. Teachers will instruct Users to respect copyright and to request permission when appropriate.
2. District policies on plagiarism will govern use of material accessed through the District system. Teachers will instruct Users in appropriate research and citation practices.

## **J. Academic Freedom, Selection of Material, User Rights to Free Speech**

1. Board policies on Academic Freedom and Free Speech will govern the use of the Internet.
2. When using the Internet for class activities, teachers will select material that is appropriate in light of the age of the Users and that is relevant to the course objectives. Teachers will preview the materials and sites they require or recommend Users access to determine the appropriateness of the material contained on or accessed through the site. Teachers will provide guidelines and lists of resources to assist their students in channeling their research activities effectively and properly. Teachers will assist their students in developing the skills to ascertain the truthfulness of information, distinguish fact from opinion, and engage in discussions about controversial issues while demonstrating tolerance and respect for those who hold divergent views.

## **K. District Web Site**

1. District Web Site. The District will establish a Web site and will develop Web pages that will present information about the District. The DTC (or his/her appointee) will be designated the Webmaster, responsible for maintaining the District Web site.
2. School or Class Web Pages. Schools and classes may establish Web pages that present information about the school or class activities. The building principal will designate an individual to be responsible for managing the school Web site. Teachers will be responsible for maintaining their class site.
3. Extracurricular Organization Web Pages. With the approval of the building principal, extracurricular organizations may establish Web pages. The principal will establish a process and criteria for the establishment and posting of material, including pointers to other sites, on these pages. Material presented on the organization Web page must relate specifically to organization activities and will include only User-produced material. Organization Web pages must include the following notice: "This is a student extracurricular organization Web page. Opinions expressed on this page shall not be attributed to the District."

## **L. District Acceptable Use Policy**

The following uses of the Clark County School Data System are considered unacceptable:

1. **Personal Safety (Restrictions are for students only)**
  - a. Users will not post personal contact information about themselves or other people. Personal contact information includes address, telephone, school address, work address, etc.
  - b. Users will not agree to meet with someone they have met online without their parent's approval and participation.
  - c. Users will promptly disclose to their teacher or other school employee any message they receive that is inappropriate or makes them feel uncomfortable.
2. **Illegal Activities**
  - a. Users will not attempt to gain unauthorized access to the Clark County School Data System or to any other computer system through the District System, or go beyond their authorized access. This includes attempting to log in through another person's account or access another person's files. These actions are illegal, even if only for the purposes of "browsing".
  - b. Users will not make deliberate attempts to disrupt the computer system performance or destroy data by spreading computer viruses or by any other means. These actions are illegal.
  - c. Users will not use the Clark County School Data System to engage in any other illegal act, such as arranging for a drug sale or the purchase of alcohol, engaging in criminal gang activity, threatening the safety of person, etc.
3. **System Security**
  - a. Users are responsible for the use of their individual account and should take all reasonable precautions to prevent others from being able to use their account. Under no conditions should a user provide their password to another person.
  - b. Users will immediately notify the system administrator if they have identified a possible security problem. Users will not go looking for security problems, because this may be construed as an illegal attempt to gain access.
  - c. Users will avoid the inadvertent spread of computer viruses by following the District virus protection procedures if they download software.
4. **Inappropriate Language**
  - a. Restrictions against Inappropriate Language apply to public messages, private messages, and material posted on Web pages.
  - b. Users will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.
  - c. Users will not post information that, if acted upon, could cause damage or a danger of disruption.

- d. Users will not engage in personal attacks, including prejudicial or discriminatory attacks.
  - e. Users will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If a user is told by a person to stop sending them messages, they must stop.
  - f. Users will not knowingly or recklessly post false or defamatory information about a person or organization.
5. **Respect for Privacy**
- a. Users will not repost a message that was sent to them privately without permission of the person who sent them the message.
  - b. Users will not post private information about another person.
6. **Respecting Resource Limits.**
- a. Users will use the system only for educational and professional or career development activities (no time limit), and limited, high-quality, self-discovery activities. For Users, the limit on self-discovery activities is no more than 8 hours per week.
  - b. Users will not download large files unless absolutely necessary. If necessary, users will download the file at a time when the system is not being heavily used and immediately remove the file from the system computer to their personal computer.
  - c. Users will not post chain letters or engage in "spamming". Spamming is sending an annoying or unnecessary message to a large number of people.
  - d. Users will check their e-mail frequently, delete unwanted messages promptly, and stay within their e-mail quota.
  - e. Users will be subscribe only to high quality discussion group mailing lists that are relevant to their education or professional/career development.
7. **Plagiarism and Copyright Infringement**
- a. Users will not plagiarize works that they find on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were original to the user.
  - b. Users will respect the rights of copyright owners. Copyright infringement occurs when an individual inappropriately reproduces a work that is protected by a copyright. If a work contains language that specifies acceptable use of that work, the user should follow the expressed requirements. If the user is unsure whether or not they can use a work, they should request permission from the copyright owner.
8. **Inappropriate Access to Material**
- a. Users will not use the Clark County School Data System to access material that is profane or obscene (pornography), that advocates illegal acts, or that advocates violence or discrimination towards other people (hate literature). For students, a special exception may be made for hate literature if both the teacher and the parent approve the purpose of such access to conduct research and access. District employees may access the above material only in the context of legitimate research.
  - b. If a user inadvertently accesses such information, they should immediately disclose the inadvertent access in a manner specified by their school. This will protect users against an allegation that they have intentionally violated the Acceptable Use Policy.

# Clark County Schools

## Student Acceptable Use Policy

The Clark County School District is now offering Internet access for student use. This document contains the Acceptable Use Policy for student use of the Clark County data system

### A. Educational Purpose

1. The Clark County data system has been established for a limited educational purpose. The term "educational purpose" includes classroom activities, career development, and limited high-quality self-discovery activities.
2. The Clark County data system has not been established as a public access service or a public forum. The Clark County School District has the right to place reasonable restrictions on the material Users access or post through the system. Users are also expected to follow the rules set forth in the District's disciplinary code and the law in their use of The Clark County data system.
3. Users may not use The Clark County data system for commercial purposes. This means they may not offer, provide, or purchase products or services through The Clark County data system.
4. Users may not use The Clark County data system for political lobbying. But they may use the system to communicate with elected representatives and to express their opinion on political issues.

### B. Student Internet Access

1. All students will have access to Internet World Wide Web information resources through their classroom, library, or school computer lab with a student account. Students, who do not have an account setup, must have an Account Agreement signed by a Parent or Guardian and themselves in order to be granted an account and access to the Clark County Schools Data System. Although Elementary students will not be granted an individual internet account, with a specific username, they must sign the Student Account Agreement Form in order to have access on teacher supervised computer workstations. Students at the Elementary have supervised access only and are logged onto the network with generic usernames for tracking purposes.
2. Students may, at time certain times, have access to email for the purposes of instruction/education. Students should not use system email accounts for purposes other than instruction/education.
4. The student and parent must sign an Account Agreement in order to be granted an individual Internet and e-mail account on The Clark County data system. The Parent or Guardian of any child can withdraw their approval at any time.

### C. Unacceptable Uses

The following uses of The Clark County data system are considered unacceptable:

1. **Personal Safety**
  - a. Users will not post personal contact information about yourself or other people. Personal contact information includes their address, telephone, school address, work address, etc.
  - b. Users will not agree to meet with someone they have met online without their parent's approval. A parent should accompany the student to this meeting.

- c. Users will promptly disclose to their teacher or other school employee any message they receive that is inappropriate or makes them feel uncomfortable.

## **2. Illegal Activities**

- a. Users will not attempt to gain unauthorized access to The Clark County data system or to any other computer system through The Clark County data system or go beyond their authorized access. This includes attempting to log in through another person's account or access another person's files. These actions are illegal, even if only for the purposes of "browsing".
- b. Users will not make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses or by any other means. These actions are illegal.
- c. Users will not use The Clark County data system to engage in any other illegal act under state and federal law.

## **3. System Security**

- a. Users are responsible for their individual account and should take all reasonable precautions to prevent others from being able to use their account. Under no conditions should Users provide their password to another person.
- b. Users will immediately notify a teacher or the system administrator if they have identified a possible security problem. Do not go looking for security problems, because this may be construed as an illegal attempt to gain access.
- c. Users will avoid the inadvertent spread of computer viruses by following the District virus protection procedures if they download software. (Unauthorized downloads are against policy)

## **4. Inappropriate Language**

- a. Restrictions against Inappropriate Language apply to public messages, private messages, and material posted on Web pages.
- b. Users will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.
- c. Users will not post information that could cause damage or a danger of disruption.
- d. Users will not engage in personal attacks, including prejudicial or discriminatory attacks.
- e. Users will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If they are told by a person to stop sending them messages, Users must stop.
- f. Users will not knowingly or recklessly post false or defamatory information about a person or organization.

## **5. Respect for Privacy**

- a. Users will not repost a message that was sent to them privately without permission of the person who sent them the message.
- b. Users will not post private information about another person.

**6. Respecting Resource Limits.**

- a. Users will use the system only for educational and career development activities and limited, high-quality, self-discovery activities. There is no limit on use for education and career development activities. The limit on self-discovery activities is no more than \* (number) hours per week.
- b. Users will not download large files unless absolutely necessary. If necessary, Users will download the file at a time when the system is not being heavily used and immediately remove the file from the system computer to their personal computer.
- c. Users will not post chain letters or engage in "spamming". Spamming is sending an annoying or unnecessary message to a large number of people.
- d. Users will check their e-mail frequently, delete unwanted messages promptly, and stay within their e-mail quota.
- e. Users will subscribe only to high quality discussion group mailing lists that are relevant to their education or career development.

**7. Plagiarism and Copyright Infringement**

- a. Users will not plagiarize works that they find on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were yours.
- b. Users will respect the rights of copyright owners. Copyright infringement occurs when Users inappropriately reproduce a work that is protected by a copyright. If a work contains language that specifies appropriate use of that work, Users should follow the expressed requirements. If Users are unsure whether or not they can use a work, they should request permission from the copyright owner. Copyright law can be very confusing. If Users have questions ask a district authority.

**8. Inappropriate Access to Material**

- a. Users will not use The Clark County data system to access material that is profane or obscene (pornography), that advocates illegal acts, or that advocates violence or discrimination towards other people (hate literature). A special exception may be made for hate literature if the purpose of their access is to conduct research and both their teacher and parent have approved.
- b. If Users mistakenly access inappropriate information, they should immediately tell their teacher or another District employee or disclose this access in the manner specified by their school. This will protect them against a claim that they have intentionally violated this Policy.
- c. A student's parent should instruct them if there were additional material that they think would be inappropriate for them to access. The district fully expects that users will follow their parent's instructions in this matter.

## **D. Your Rights**

### **1. Free Speech**

Your right to free speech, as set forth in the school Code of Conduct, applies also to their communication on the Internet. The Clark County data system is considered a limited forum, similar to a school newspaper, and therefore the District may restrict their speech for valid educational reasons. The District will not restrict their speech on the basis of a disagreement with the opinions they are expressing.

### **2. Search and Seizure.**

- a. Users should expect only limited privacy in the contents of their personal files on the District system. The situation is similar to the rights Users have in the privacy of their locker.
- b. Routine maintenance and monitoring of The Clark County data system may lead to discovery that the Users have violated this Policy, the School Code of Conduct, or the law.
- c. An individual search will be conducted if there is reasonable suspicion that Users have violated this Policy, the School Code of Conduct, or the law. The investigation will be reasonable and related to the suspected violation.
- d. A student's parent has the right at any time to request to see the contents of their e-mail files.

### **3. Due Process**

- a. The District will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted through The Clark County data system.
- b. In the event there is a claim that Users have violated this Policy or School Code of Conduct in their use of the Clark County data system, Users will be provided with notice and opportunity to be heard in the manner set forth in the School Code of Conduct.
- c. If the violation also involves a violation of other provisions of the School Code of Conduct, it will be handled in a manner described in the School Code of Conduct. Additional restrictions may be placed on their use of their Internet account.

## **E. Limitation of Liability**

The District makes no guarantee that the functions or the services provided by or through the District system will be error-free or without defect. The District will not be responsible for any damage Users may suffer, including but not limited to, loss of data or interruptions of service. The District is not responsible for the accuracy or quality of the information obtained through or stored on the system. The District will not be responsible for financial obligations arising through the unauthorized use of the system.

## **F. Personal Responsibility**

When Users are using the Clark County data system, it may feel like they can more easily break a rule and not get caught. This is not really true because whenever Users do something on a network they leave little "electronic footprints," so the odds of getting caught are really about same as they are in the real world.

**But the fact that they can do something or think they can do something without being caught does not make it right to do so.** Even if Users don't get caught, there is always one person who will know whether they have done wrong -- and that person is the User. Their use of the Internet can be a mirror that will show what kind of a person they are.

**Clark County Public Schools  
Acceptable Use Policy User Agreement Form**

User's Name \_\_\_\_\_  
*Last First Middle*

User's Address \_\_\_\_\_  
*Street / City State Zip Code*

User's Age \_\_\_\_\_ Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_ Phone \_\_\_\_\_ School \_\_\_\_\_

If applicable, User's Grade \_\_\_\_\_ Homeroom / Classroom \_\_\_\_\_

Please check if you are a  student  certified employee  classified employee  *guest*\*

\*if a *guest* user give reason for usage: \_\_\_\_\_

As a user of the Clark County District's computer network, I have read the **Clark County Acceptable Use Policy**, and hereby agree to comply with the Districts Internet and electronic mail rules and to communicate over the network in a responsible manner while abiding by all relevant laws and restrictions. I further understand that violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and school disciplinary action and /or legal action may be taken.

User's Name (Please Print) \_\_\_\_\_

\_\_\_\_\_  
*User's signature*

\_\_\_\_\_  
*Date*

**Prior to the student's being granted independent access privileges, the following section must be completed for students under 18 years of age:**

As the parent or legal guardian of the student (under 18) signing above, I grant permission for my child to access network computer services such as electronic mail and the Internet. I understand that this access is designed for educational purposes; however, I also recognize that some materials on the Internet may be objectionable, and I accept responsibility for guidance of Internet use by setting and conveying standards for my child to follow when selecting, sharing, researching, or exploring electronic information and media.

I agree to the following for my child.... (Check the boxes that apply to your decision):

Internet Access account  An Individual or Class Email Account  I do **not** want my child to have any access.

Name of Parent / Guardian (Please print) \_\_\_\_\_

\_\_\_\_\_  
*Signature of Parent / Guardian*

\_\_\_\_\_  
*Date*

Daytime Phone Number: \_\_\_\_\_ Evening Phone Number: \_\_\_\_\_

**NOTE:** Federal law requires the District to monitor online activities of minors.

**Media/Web Page Release**

STUDENTS

09.14.AP.251

DEAR PARENT /GUARDIAN:

At some time during the school year, school/District-personnel or other District-authorized persons may interview, audio tape, video tape or photograph classroom activity or special events or projects in which your child participates during or after the school day. Such interview, audio tapes, videotapes or photographs may be used for staff/student evaluation, educational or public awareness purposes and may be viewed by other students and faculty/administrators, and/or placed on the District's/school's Internet Web site(s). Please note that the student information posted on the District's/school web site is available to the general public.

Please review this form carefully, indicate your preference in regard to interviewing, audio taping, videotaping or photographing your child, sign and date the form, and submit the completed form to the school principal. The school/District assumes no responsibility for videotapes, audiotapes, photographs, etc. that may be made by parents or other non-school personnel at public events. Students must have written permission before doing any of the above. No personal videotapes, audiotapes, or photographs shall be allowed to be made by individual students.

No, I do not give permission for my child to be interviewed, audio taped, video taped, or photographed for such material and related identification information (name, parent/guardian information. Grade, school) to be released to appropriate media for the purpose of recognizing my child's accomplishments or publicizing and promoting school activities.

No, I do not give permission for my child to be interviewed, audio taped, video taped, or photographed and for such material and related identification information (name, parent/guardian information) to be posted on the District's Web pages.

**Applies ONLY to the District's Web pages.**

**Note: Once signed and dated this form shall remain in effect during your child's enrollment in the District's schools. However, at any time during the school year, you may amend this form for future uses/preferences only by notifying the Principal in writing of your request.**

Special Requests/Comments: \_\_\_\_\_

Students Name(printed) \_\_\_\_\_ School \_\_\_\_\_

Student's signature \_\_\_\_\_

Name of Parent/Guardian (printed) \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

*If this form is not returned to your child's school, it will be regarded as a 'yes' to the above options.*