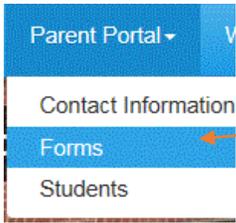


**PLAINVILLE PUBLIC SCHOOLS PARENT/COMMUNITY PORTAL
INSTRUCTIONS – HOW TO FILL OUT POLICIES/AGREEMENTS FORM FOR STUDENT**



Please login using the username and password provided to you by the School District. Next, go to the Parent Portal tab, select Forms. On the “**Student Forms**” screen, please review the form for each child listed under the Student column. **Note: Only one parent should fill out all agreements/policies for every child listed under the Student column. After submitting the form, you will see **View Complete as the status.****

1. On the far right, under Action, click Edit.

Doe, Joseph	PolicyAgreement Consent Form	Plainville School Policies and Agreements	-	-	Edit
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2. You may review the documents (pdf links) on #1 to obtain more information about the policies/agreements.

Please review the following Policies and Agreements:

- [Student Handbook & Agreement](#)
- [Internet Acceptable Use Policy for Students](#)
- [Newspaper Picture Release Agreement](#)
- [Web Publishing Permission Form](#)
- [Release of Directory Information](#)

3. After reviewing the policies/agreements, please respond to all five questions by selecting Yes or No.

2. After reviewing the Policies and Agreements, please fill out the following questions.

Student and Parent/Guardian Handbook 2015-2016 - I have read and reviewed the Student and Parent/Guardian Handbook 2015-2016 with my child and understand the guidelines, discipline policies, expectations and school procedures.
 Yes No

Internet Acceptable Use Policy/Agreement for Students - I have discussed the Plainville School District's Internet Acceptable Use Policy with my child and give permission for my child to have access to the Internet.
 Yes No

Newspaper Picture Release - I give permission to release my child's name and picture to the newspapers.
 Yes No

School Web Publishing Form - I give my permission to post my child's picture/class projects on the School's website.
 Yes No

Release of Directory Information - Plainville Public School may release Directory Information regarding my child.
 Yes No

4. When you are done, click “Submit the Form” button.



5. Once you submit the form, on the Student Form, you will see along with “View Complete” as the status. Please log off. **Important: If one parent has already submitted the form for every child in the family, the second parent does not have to submit again.** the submission date

Student	Form	Description	Needed By Date	Submitted Date	Action
Doe, John D	PolicyAgreement Consent Form	Plainville School Policies and Agreements	-	August 24, 2015	View Completed