

Dear Parents,

Alpine School District is now requiring that parents complete an Electronic “Acceptable Use Form” to grant permission for each child in your family to use the District Internet. This form will need to be completed by the end of this week for each child that you have attending OES. If not, they will not be able to use the Internet until the online form is complete. After you complete the online form this year for OES, you will not need to do it again until your child moves on to Junior High and High School. *(You will also need to update it if you switch schools, or new children in your family begin attending OES).*

For Grade School Students you are only allowing them to use Internet Services, as we do not use Student Email, Google Docs, or Social Media of any type during computer classes at OES. Although the District Form is standard for all grade levels, all grade levels do not use every Internet tool listed on it. In fact, all Social Media is blocked by the district.

In our computer classes, students are taught how to properly use the Internet in the safest way possible and all computer use is supervised by a teacher at all times. If you don't have access to a computer, please feel free to come to the school to fill out this online form. You will need your students' username and password to login to Skyward. If you don't know this information, contact the secretaries at OES. Here are step-by-step Instructions for completing the Online “Acceptable Use Form.”

[Electronic “Acceptable Use Form” Instructions](#)

1. Parents log onto the Parent Portal of Skyward – Click Here for [“Skyward Family Access”](#)

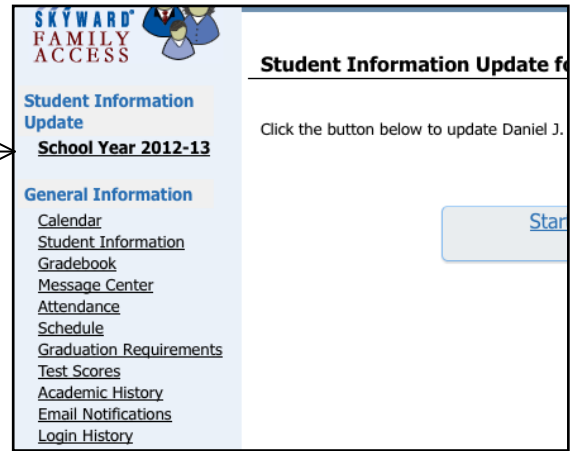
2. In the Login Area – Change it to show Family/Student Access by clicking on the Drop Down Box.

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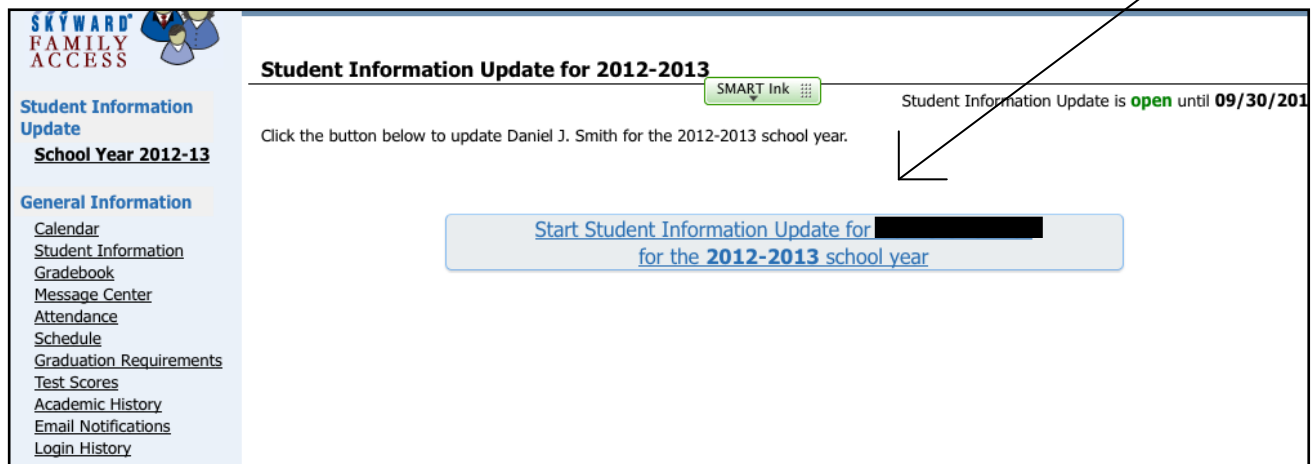
3. Enter Your Username and Password in the Login ID and Password Boxes Provided.

You should have received a username and password for your Family's Skyward Access last school year. If you are new to our school or don't remember your username and password, call the school secretaries to get this information by calling 801-227-8727.

4. Once you are Logged In, look at the Left Hand Menu - Click On Student Information Update School Year 2012-13

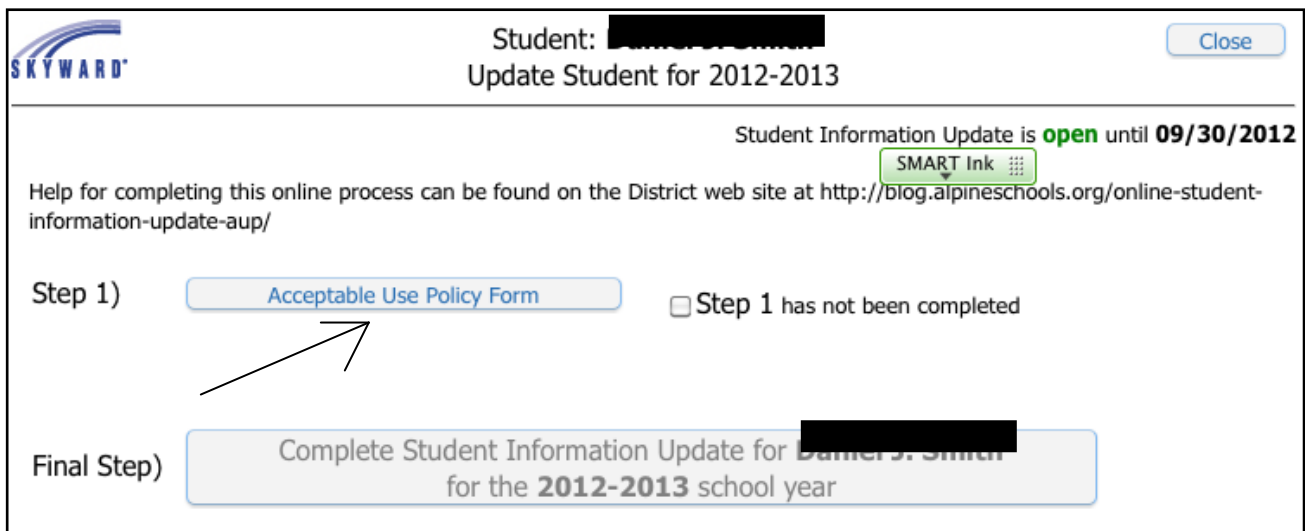


5. Click on Start Student Information Update for “Your Child’s Name”



(Note: You will need to do this for each child attending our school after you complete this process for the first child).

6. Click on the “Acceptable Use Policy Form” button following - Step 1)



7. Click on the Down Arrow on the Box shown below and change it to “I grant” permission for my child . . . (Unless you do not want your child to have Internet Access). *Keep in mind that we do not use Student Email, Google Docs, or Other Services besides Internet Services at Orem Elementary.*

Recognizing the fundamental role technology plays in the 21st Century, Alpine School District supports and encourages the appropriate and responsible use of technology in student learning. Alpine School District will take reasonable measures to protect students and ensure that technology use aligns with educational objectives.

The current policy, including rules and regulation, is found at: [http://policy.alpinedistrict.org/policy/5225 Internet-Wide Area Network Acceptable Use Rule](http://policy.alpinedistrict.org/policy/5225%20Internet-Wide%20Area%20Network%20Acceptable%20Use%20Rule) or may be obtained at any district school. It is the responsibility of the student and parent/guardian to understand the current policy.

By signing below, I acknowledge I have read and reviewed with my student the rules and regulations association with the Alpine School District Acceptable Use policy. Furthermore, I acknowledge these rules and regulations apply to both district and personal devices while on school property.

As the parent/guardian of the student,

I grant

permission for my child to use the Alpine School District wide area network/Internet in ALL the following ways:

- Internet services
- Student Email
- Google Docs
- Other services

This permission shall remain in effect while the student attends a school in this district.

8. Click on “Save” in the upper right hand corner.

9. You will return to the Previous Page. Click the Box that says - Step 1 has not been completed. It will change to “completed,” then click the Final Step) Button

SKYWARD

Student: [redacted] Update Student for 2012-2013 Close

Student Information Update is **open** until **09/30/2012**

Help for completing this online process can be found on the District web site at <http://blog.alpineschools.org/online-student-information-update-aup/>

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Step 1) Acceptable Use Policy Form Step 1 has not been completed

Final Step) Complete Student Information Update for [redacted] for the 2012-2013 school year

10. Repeat this process for any other students that are attending Orem Elementary or Alpine School District.

Thank you for completing this ONLINE Form!

Notes: To read the complete district Internet Use Policy, click on the hyperlink shown below. <http://policy.alpinedistrict.org/policy/5225> **Internet Wide Area Network Acceptable Use Rule**

Permission can be revoked at any time by the parent: 1. By contacting the school. 2. By annually participating in the on-line registration process. 3. As the student transitions between Elementary, Middle School, and High School the district will require renewed approval.