

Please sign **both sides** and return to the school office the first week of school.

Date: \_\_\_\_\_

Student Name: \_\_\_\_\_

Grade: \_\_\_\_\_

Classroom Teacher: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

**MEDIA PERMISSION**

**(Please check one.)** During the school year, staff of the Saint Paul Public Schools and media representatives may want to interview, photograph or videotape your child and/or their work for use in publications, television reports, school district home pages and public presentations. The pictures may be of groups of students or individuals, and the students' names may be used. Thank you for your cooperation in helping us to highlight the good work and efforts of our learners and instructors.

- I give permission for my child to be photographed and interviewed and permission to have my child's name used. (Children's full names are **not** used on the Horace Mann School website).
- I give permission for my child to be photographed, but **do not** want my child's name used.
- I **do not** want my child photographed or interviewed and **do not** want his or her name used.

\_\_\_\_\_  
Parent or Guardian Signature



**FIELD TRIPS**

Does the student have special health problems or handicapping conditions which will require individual monitoring or supervision on field trips? (Please update this information on a regular basis)

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what is the problem and what special considerations should be given to the student?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- I **authorize** Horace Mann School to take my child on all Type I and Type II field trips during the current school year.

I/we understand this Parental/Guardian General Approval Form is for Type I Field Trips. Type I Field Trips are walking trips of one mile or less, excluding trips across established hazardous crossings, swimming, and/or trips near water. Type II field trips require transportation, are limited to a day or less, walking trips which cross hazardous crossings, swimming, and/or trips near water. I/we understand that the necessary arrangements, plans, and precautions will be taken for the care and supervision of the student during field trips and that I will be notified before each field trip takes place. I understand it is my responsibility to notify the school immediately if I do not want my child to attend a particular field trip.

\_\_\_\_\_  
Parent or Guardian Signature



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## **INDEPENDENT USE OF THE INTERNET** **Responsibility of Use**

The proper use of information technology resources, and the educational value to be gained from proper use, is the joint responsibility of students, parents and employees of the School District. Individual users of Saint Paul Public Schools information technology resources have the responsibility to:

- Comply with all existing Board of Education policies as they may be interpreted to apply to technology resources;
- Find, evaluate, and effectively use information resources;
- Respect the privacy of other users, and not intentionally seek information on, obtain copies of, or modify files, other data or passwords belonging to other users without permission.
- Help maintain the security of the District technology resources;
- Recognize and honor the intellectual property rights of others;
- Immediately disclose inadvertent access of unacceptable materials or an unacceptable internet site to an appropriate school district official.

Acceptable use of information technology resources are that which:

- Is consistent with the mission of the Saint Paul Public Schools;
- Encourages efficient, cooperative and creative methods to perform the user's job duties or educational task;
- Is related to instructional, administrative, and other support activities considered consistent with the mission of the District;
- Is required for authorized and appropriate access to voice, video, and data systems, software or data, both locally and at other sites.



The purpose of Saint Paul Public Schools information technology resources is to advance the School District's educational mission. The use of the School District information technology resources and access to use of the Internet is a privilege, not a right. Unacceptable use of the School District information technology resources, including the Internet, may result in one or more of the following consequences: suspension or cancellation of use or access privileges; discipline under other appropriate School District policies; or civil or criminal liability under other applicable laws. The consequences will depend on the nature and degree of the violation and the number of previous violations.

### **Students – Please read and sign:**

I have read and do understand the school district policies relating to acceptable use of the Internet, including e-mail and agree to abide by them. I further understand that any violation of the policies above is unethical and may constitute a violation of law. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be taken.

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Student Signature

### **Parent or Guardian – Please read and sign:**

As the parent or guardian of this student, I have read the school districts policies relating to acceptable use of the Internet and other district information technology resources. I understand that this access is designed for educational purposes. I also recognize it is impossible for the school district to restrict access to all unacceptable materials and I will not hold the school district or its employees or agents responsible for materials encountered on the Internet.

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Parent or Guardian's Signature