



School District of Manatee County

PARENT PORTAL ACCESS AUTHORIZATION FORM

Instructions: Print and complete this form and hand-deliver it to the school to gain access to the Parent Portal, an online tool you can use to access your child’s grades, attendance, and other information.

I \_\_\_\_\_, having \_\_\_\_\_ as my
(Print Parent Name) (Print Parent Email Address)

email address, request that the following school: \_\_\_\_\_ provide me
(Print School Name)

online access to grades, attendance, and other student information for my child(ren) named below:

Printed Student Name Student ID# Student Date of Birth

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WARNING: Pursuant to section 837.06, Florida Statutes, falsification of this document is a criminal offense that may result in up to sixty (60) days in jail and a \$500 fine.

By my signature below, I hereby swear or affirm, under penalty of perjury, that all of the following is true and correct:

- 1. I am the parent or legal guardian of the above-named student(s).
2. My parental rights as to the above-named student(s) have not been legally terminated.
3. I am legally entitled to access the confidential student records of all the above-named students.
4. I have not had my rights under the Family Educational Rights and Privacy Act (“FERPA”) removed by a court of law.
5. I am under no restraining order, other court order, or legal document that prohibits me from accessing or obtaining any of the above-named students’ records.
6. I hereby consent to the transmission of the above-named students’ grades, attendance, and other confidential student information to me via the internet to my email address and through the online parent portal and hereby accept sole responsibility to maintain the confidentiality and security of my login and password used to access the parent portal.

Parent or Legal Guardian Signature

Date

NOTE: Please allow the school 72 hours to process this form.

Parent Portal Link: https://focus.manateeschools.net