

## Important Dates

### August 13

Parents may begin checking Focus for bus stop information

### August 20

School opens

### Oct 1

Parents of students returning to brick and mortar school after the first term should register for bus service through Focus two weeks before service will be needed for next term.

### Dec 1

Parents of students returning to brick and mortar school after the first term should register for bus service through Focus two weeks before service will be needed for next term.



## For More Information

### Transportation



858-6200



[duvalschools.org  
/dcpstransportation](https://duvalschools.org/dcpstransportation)



[dcpstransportation@  
duvalschools.org](mailto:dcpstransportation@duvalschools.org)



# Transportation and COVID-19

A Ready Reference  
for  
Parents and Students





## Riding Safely

This school year brings unprecedented challenges to our schools, and the way we travel to them. Several new procedures have been put in place for the benefit of all riders.

All students must wear a face covering when traveling on the bus.

Hand sanitizer will be at the entrance to the bus and students may take the opportunity to use some as they enter the bus.

While kindergarten students will be seated up front, all other students should enter the bus and proceed toward the back so buses can be loaded from the back to the front. When the bus arrives at school, students will be dismissed beginning at the front of the bus.

Students should pay extra attention to their driver and any instructions given to them to ensure a safe riding experience.

## NEW THIS YEAR— REGISTER FOR A BUS STOP

Parents/guardians must register their child for a bus stop through their parent Focus account.

### Directions for Bus Stop Requests

Login and select your child's name

Select *Child Info*

Select *Forms*

Select *Transportation Registration Form*

The primary address is used to determine the bus assignment. If the address is correct, go to *Does Your Child Need Bus Transportation* and select *Yes*.

Click *Submit Request*.

Repeat steps for any additional students

Check back in 7-10 business days to print out your child's bus assignment

If your family uses an alternate address for a bus stop, after clicking *Submit Request*, visit [www.duvalschools.org/dcpstransportation](http://www.duvalschools.org/dcpstransportation)

### Need a Focus account?

Go to: [duvalschools.org/focus](http://duvalschools.org/focus)

Once your account is established, please follow the directions listed above



## FREQUENTLY ASKED QUESTIONS

**I only need transportation in the afternoon, do I have to register!?**

Yes, all students who need transportation need to register.

**I plan for my child to do home school first, then start brick and mortar school later. Do I register now?**

No, please register for transportation at least two weeks before your child needs to start riding a bus.

**My child has two home addresses, how can I get an assigned bus stop for the other home address?**

Please visit [duvalschools.org/dcpstransportation.org](http://duvalschools.org/dcpstransportation.org) and submit an Alternate Bus Stop Address form.

**I am moving, do I need to register my child again for transportation?**

First, update your address with your child's school. When that is in the system, you must apply for a new stop.

**My child received their assigned bus stop itinerary but I have concerns about the location of the bus stop, how can I get the stop changed?**

Bus stops are placed according to state and district guidelines. Please call 858-6200 to speak to a staff member to see if changes are possible.

Additional assistance can be found at [www.duvalschools.org/dcpstransportation](http://www.duvalschools.org/dcpstransportation)