



Wondering how your child will get to school next year?

Bus stop registration opened on April 17th!



How to register starting April 17:

All students except those receiving ESE services must register for transportation before they may ride a bus.

1. Login into the parent/guardian Focus account and select your child's name
2. Select *Child Info*
3. Select *Forms*
4. Select *23-24 Transportation Registration Form*
5. 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*

If the address is not correct, contact your child's school to update before proceeding.

6. Click *Submit Request*

Repeat these steps for any additional students in the family.

To view the bus stop information:

After 10 business days from registering your student, but not before July 31st, log in to your Parent Focus Account, select your child's name, select *Child Info*, then select *Transportation* from the list to locate your child's bus information. Pay special attention to the effective date as that is the date your child's ridership will begin.

Alternate Address

If your family uses an alternate address for a bus stop, after clicking *Submit Request*, visit www.duvalschools.org/dcpstransportation for further instructions.

Need a Focus account to get started?

To open a Focus account, go to duvalschools.org/focus. Once your account is established, please follow the directions on this sheet to register your student for bus transportation.

Important Dates

April 17	Bus stop registration open in Focus
July 31	Bus stop information will be made available in Focus. Request submitted after July 19 will be posted within 10 school days after submission. Please check your Parent Focus account for updates.
Aug 14	First day of school

For more information:

Visit www.duvalschools.org/dcpstransportation

Call 858-6200 between 7:30 a.m. – 4:30 p.m.

Extended service hours of 7:00 a.m. – 6:30 p.m. from July 31 – August 25