

Focus Parent Portal is designed to enhance your involvement in your child's education. The portal will allow you to monitor your child's progress by providing access to assignments, grades, discipline, and attendance entered by the teacher and school staff. This access will improve your ability to assist your child and to communicate with the teacher.

### Getting Started

Go to the Escambia County School District's website: <http://www.escambiaschools.org>. Select the Families button at the top of the page and click on **Focus Parent Portal Registration**.


Select from the 2 options:

**I DO NOT** have an Account Registered on the Parent Portal but my child is Actively Enrolled

Or

**I have an** Account Registered on the Parent Portal but would like to ADD A CHILD.

Enter your name **EXACTLY** as it appears on your driver's license.



Please enter your name exactly as it appears on your driver's license as well as a valid email address:

First Name:  (Required)

Middle Name:  (Optional)

Last Name:  (Required)

Email Address:  (Required)

Enter your child's information. Remember, you must know their social security number and six digit school ID number to add them to your account.

Please enter your child's information:


Last 4 Digits of Social Security Number:  (Required)

Student ID:  (Required)

Student's Birthday:    (Required)

# Registration Instruction for the School District of Escambia County Focus Parent Portal

On the next screen, you can either add another child or complete your account registration.



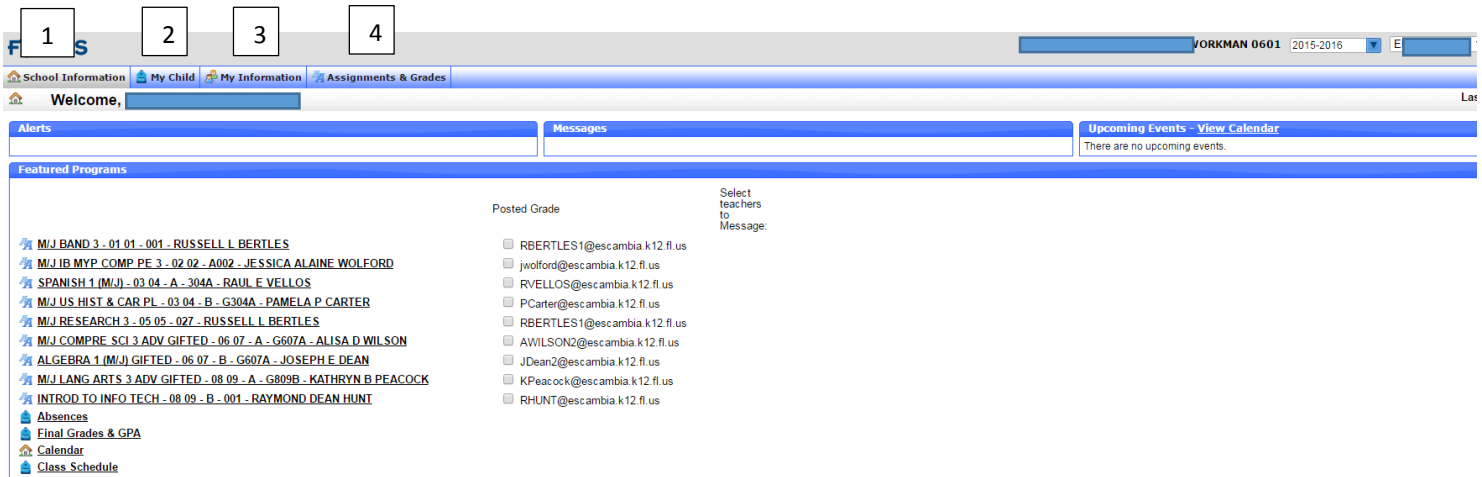
██████████ for registering, your account has been created.  
You can now login using the credentials below:

Username: ██████████  
Password: 73b6cfcb

This information will NOT be emailed to you, please write it down.

[ [click here to LOGIN to the parent portal](#) ]

By clicking on the tabs at the top of screen you access the following information:



The screenshot shows the Focus Parent Portal interface. At the top, there are four numbered tabs: 1, 2, 3, and 4. Below the tabs is a navigation bar with the following items: School Information, My Child, My Information, and Assignments & Grades. The main content area is divided into three sections: Alerts, Messages, and Upcoming Events - View Calendar. Below these sections is a 'Featured Programs' section with a list of courses and teachers. The list includes courses like M/J BAND 3, M/J IB MYP COMP PE 3, SPANISH 1 (M/J), M/J US HIST & CAR PL, M/J RESEARCH 3, M/J COMPRE SCI 3 ADV GIFTED, ALGEBRA 1 (M/J) GIFTED, M/J LANG ARTS 3 ADV GIFTED, and INTROD TO INFO TECH. Each course entry is followed by a teacher's name and email address. There are also links for Absences, Final Grades & GPA, Calendar, and Class Schedule.

## 1: School Information

- Portal: Messages and Posted Report Cards
- School Information
- Calendar

## 2: My Child

- Grade Changes
- Class Schedule
- Final Grades & GPA
- Test History
- View Standard Grades
- Absences
- Attendance Chart
- Referrals

## 3: My Information

- Preferences

## 4: Assignments & Grades

- All Scheduled Courses: click on the course to view the current average and individual assignments