

Dear Families,

This year The School District of Lee County is transitioning our Back to School Forms from paper to digital. No more filling out small white emergency cards by hand, starting August 5th, the Directory Information and the Student Emergency and Health Information forms will be online and accessible through the FOCUS parent portal.

To access and complete these forms, parents must have a FOCUS account. If you already have one, all you need to do is login. Once you have done so, you will be prompted to fill out the forms. It is important to note that you will not be able to access any student information until the forms are completed and submitted.

If you do not have a FOCUS account, instructions for creating one are located here.

In addition, we have created a video series to help you better understand how to create an account, how to navigate the portal, and how to fill out the forms mentioned above. Here are the links:

HOW TO SIGN UP FOR A FOCUS ACCOUNT: <https://youtu.be/BPYylwYaynU>

PARENT NAVIGATION OF THE PORTAL: https://youtu.be/3KaH1_DVzOQ

BEGINNING OF THE YEAR FORMS: <https://youtu.be/gL3YjZj7kWM>

We hope that moving these forms into the digital realm makes things a little easier for you. We look forward to seeing your students back in our hallways and classrooms on August 12th.

Have a great final few days of summer!