

## Parent Portal

Focus allows parents to directly log in to the school's student information system, where they can view the information for their enrolled student(s). This documentation provides step-by-step guidance for parents to set up their own Focus portal from the Request Access screen. Multiple children enrolled in the district can be added individually. Schools have set up the information requirements to create a parent account. Additional verification may be needed before student information can be accessed.

Log on To This Site: <https://focus.yourcharlotteschools.net/focus/auth/>

Username

Password

[Parents: Forgot Password?](#)

**Log In**

### ATTENTION STUDENTS

Please log into FOCUS via CLASSLINK (preferred)  
OR  
To access the *Focus Student Portal*:

- (1) Enter your *CCPS Student ID* in the *USERNAME* field above.
- (2) Enter your password in the *PASSWORD* field above.
- (3) Click "Log In".

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### ATTENTION PARENTS

Charlotte County's *Focus Parent Portal* provides parents/guardians a real-time view of their child's assignment grades, attendance information, and current averages in all classes.

[Click here to create a \*Focus Parent Portal\* Account](#)


[Click here to add a child to an existing \*Focus Parent Portal\* account](#)

[Click here if you forgot your \*Focus Parent Portal\* password](#)

**FOCUS**  
School Software

re explicit permission from the network administrator and Focus Student Information System. If you do not have this permission in writing, you are violating the regulation  
are hereby notifying that you are aware of and agree to these terms.

Under ATTENTION PARENTS click on the first selection to Create a Focus Parent Portal Account



Welcome to the Charlotte County Schools parent registration portal. The Focus Parent Portal is a tool designed to enhance communication and involvement for you in your child's education. This portal will allow you to monitor your child's progress in school by providing timely access to both assignments and grades that are entered by the teacher throughout the grading period. This communication tool will improve your ability to assist your child and to communicate with the teacher if necessary.

If you wish to create a Parent Portal Account, you have three options to choose from:

1. If you do not know your child's Student ID number, you cannot register from home and you will need to visit your child's school and bring with you a valid Driver's License or a government-issued photo ID.
2. If your child's social security number is on file with the school district and you know your child's Student ID number, you can register from home. By using a valid email address, you can create and activate your account using the attached directions.
3. If you know your child's Student ID number but your child's SSN is not on file with the district or you are not willing to provide the last four digits of your child's Social Security Number, you can create an account from home using the attached directions but will need to visit the school to activate your account.


[I DO NOT have an Account Registered on the Parent Portal but my child is Actively Enrolled](#)

[I have an Account Registered on the Parent Portal but would like to ADD A CHILD](#)

[I have Forgotten My Password and would like to generate a new one](#)

[Haga clic aquí para crear/actualizar su cuenta de portal de padres de Focus en español](#)

1. Enter all of the required fields with your own information. Your child's school has set up these requirements to create a parent account. Click Submit.



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

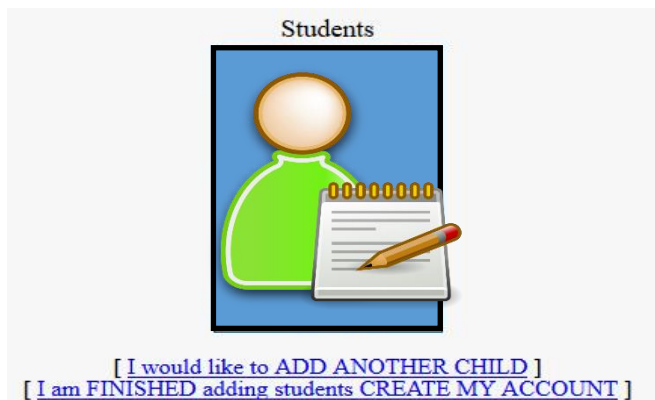
First Name:	<input type="text"/>	(Required)
Middle Name:	<input type="text"/>	(Optional)
Last Name:	<input type="text"/>	(Required)
Email Address:	<input type="text"/>	(Required)

2. Enter the required information to identify your child. Your child's school has set up these requirements to link a student to a parent account. Multiple children must be added one at a time; an option to add another child will be available in the next step. Click Add Student. *(skip the SSN field unless you are sure you provided it to the school. Entering the CCPS ID is sufficient to create an account)*

**Please enter your child's information:**

Last 4 Digits of Social Security Number:	<input type="text"/>	(If your child does not have an SSN on file or if you don't provide it now, you will need to visit the school with a valid government-issued photo ID)
Student ID:	<input type="text"/>	(CCPS Student ID Required)
Student's Birthday:	January <input type="text" value="1"/> 2019	(Required)

3. Your child's name will display on the screen, and the school will receive your request to link to this student's account. To add another child, click Add Another Child. Otherwise, click Create My Account.

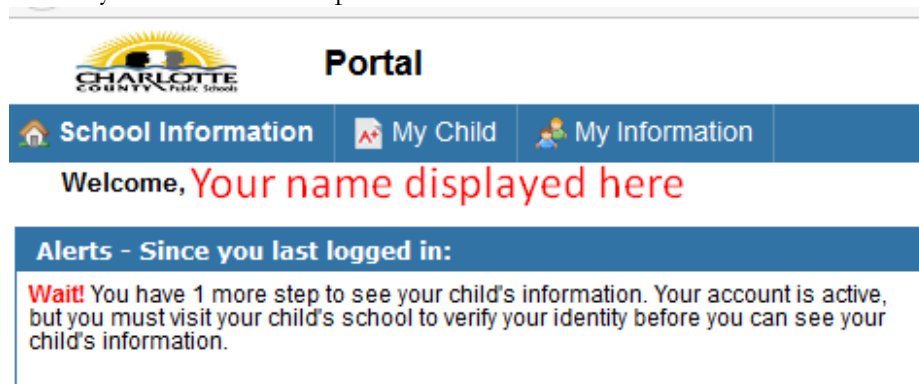


4. To Add Another Child, enter all of the information required and click Add Student.

NOTE: This step can be completed as many times as necessary, or at a later date if needed. When you click Create My Account, a confirmation message will appear with your username and password. A link to the Parent Portal login screen is also provided. **NOTE:** Make sure to write down this information as it will not be available any other way. The school does not have access to your password




5. When you first log into Focus, if you did not enter your child's Social Security Number, you will receive an Alert indicating that you must contact your child's school to have your account activated through the Verify Parent Accounts process.



6. If you do not remember your password, you can generate a new one from the Request Access screen.

**Request Access to the Parent Portal**




Welcome to the Focus Schools Demo parent registration portal. The Focus Parent Portal is a tool designed to enhance communication and involvement for you in your child's education. This portal will allow you to monitor your child's progress in school by providing timely access to both assignments and grades that are entered by the teacher throughout the grading period. This communication tool will improve your ability to assist your child and to communicate with the teacher if necessary.


[\[ I DO NOT have an Account Registered on the Parent Portal but my child is Actively Enrolled \]](#)  
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Powered by [Focus/SIS](#)

Enter the email address used to create your account and click the submit button. If the email address is not in the system, an error message will display.



Email Address:  (Required)



**An email has been sent to the email address you provided  
with instructions on how to reset your password.**

You will receive an email to the account provided with a new password.