

CHS Student Services Information

Pinellas County School (PCS) Focus/Portal - PCS Focus/ Portal is the student information system for Pinellas County Schools. Focus allows parents to log in and check their child's grades, attendance, discipline, etc. in real time. Focus also has a list of programs specific to parents, such as the Student Reservation System (SRS), PCS Online Community Center, Parent Forms, and Meal Pay. These programs are listed on the main page of FOCUS. Logging into PCS Portal gives the parents a one-stop shopping experience. Go to www.pcsb.org and click on the Focus button on the left side of the screen. You can use your Parent Connect User Name and Password to log into FOCUS. If you have difficulty logging onto Focus or do not have a User Name and Password please contact Kim Martinez at 727-725-7956 Ext. 2060.

CLINIC CARDS - Clinic cards will be distributed in the opening day information packet each student receives on August 10. Please return these cards as soon as possible, so we have accurate, up to date information to contact you. If there is a change in your contact information during the year, please call Sue Reitmeyer at 727-725-7956 #2025 or e-mail reitmeyers@pcsb.org with the changes for clinic cards only. For all other legal changes, please contact Luisa Johnston 727-725-7956 #2013.

HOMEWORK REQUEST - Homework can be requested after a three-day absence by e-mailing your teachers through Portal.

IF YOUR CHILD IS SICK -

During the school day, students should ask their teacher for a pass to the clinic. Once they arrive in the clinic, we will contact you, and discuss if they will be leaving school and by what transportation. We will provide a yellow permission to leave pass for your student, please sign the yellow pass and have your student return it to the AP Office when he/she returns to school.

ABSENCES - -

If your child will be absent, please call the school at 727-725-7956 #2051, and let us know that your student will be absent. If there is no answer, please leave a message with the following information: Student's name, grade, reason the student will be absent, your name and relationship to the student. When the student returns, please send an absence note with the same information, and have your student deliver the note to the assistant principal's office.

You can also report an absence on our website at <https://www.pcsb.org/countryside-hs> and click on the top right link "**Report Student Absence**", please Include the Student's Name, Date of Birth, Grade, Date Absent **and** Reason. If applicable, please attach any documentation to support the absence.

If your student is absent, you will receive a phone call, even if you have called to notify us. If you know that your child is absent from school, there is no need to call the school.

PERMISSION TO LEAVE - If you know in advance that your student will need to leave during the school day, please provide a note to Kim Martinez in the guidance office with: Name of the student, grade level, why they are leaving, time they are leaving and the phone number of the parent or legal guardian where they can be reached for verification. We will provide a yellow permission-to-leave pass for your student. Please, sign the yellow pass and have your student return it to the Guidance Office/Visitor Entrance when he/she returns it to school.

NO permission-to-leave passes will be granted over the phone.