

How to Access Focus Forms

Sign into your parent Focus account at <https://focus.pcsb.org/focus/>

If you have not yet completed forms for the 2025-2026 school year, before you do anything else, the “Pending Forms” page will pop up.

There are two sets of forms that must be completed every year – the Beginning of School Year Forms and the Clinic Card forms.

The Beginning of School Year Forms include acknowledgment of the Student Code of Conduct, Network Acceptable Use Agreement, and Technology Acceptance and Responsibility Agreement. **These must be filled out in order for your scholar to receive their school-issued laptop.**

The screenshot shows the 'Forms Summary' page for Thurgood Marshall Fundamental Middle School, 2025-2026. The left sidebar contains navigation links: Portal, School Info, My Profile, Communication, Preferences, Student Reservation System, and Forms. The 'Forms' link is selected. The main content area is titled 'Pending Forms' and contains a message: 'The district and/or school has requested that the following form(s) be completed at this time in order to update your student information. To complete these form(s) in a different language, please visit [Preferences](#).' Below this is a table with two rows of pending forms. Each row has a redacted student name, a form title, and a green button labeled 'Not yet started - Click to begin in English'.

Student Name	Form	Status
[Redacted]	2025 Beginning of School Year Forms (Parent)	Not yet started - Click to begin in English
[Redacted]	2025 Clinic Card & School-Based Healthcare Forms	Not yet started - Click to begin in English

How to Complete Focus Forms

Click on the green buttons to complete the forms.

Every page of the forms ends with the option to continue onto the “Next Page” (blue button) or to “Save and Continue Later” (red button).

Questions?

- If you have questions about items on the forms, contact the student's school.
- If you need technical assistance, contact PCS Helpdesk at [\(727\) 588-6060](tel:7275886060).

Next Page

Save and Continue Later

Once you have completed the forms, you must sign and submit them.


Sign and Submit Packet:

Your electronic signature is required below to complete the Beginning of the School Year Forms. Your signature confirms your prior acknowledgements.

Required) Signature of
Parent/Guardian:*

Pending Save (click to clear)

(Required) Date:*

July ▼ 28 ▼ 2025 ▼ 

Student School Meal Application:

MySchoolApps is the fast and secure way to apply for free and reduced school meals online. Click on the **MySchoolApps link** to open the application in a new window.

Previous Page



Submit and Finish

Once you have completed the forms, they will be available under “Forms Summary” under each scholar’s area in Focus.



- Portal
- School Info
- My Profile
- Communication
- Preferences
- Student Reservation System
- Forms

- Child Info
- Class Schedule
- Grades
- Standard Grades
- Attendance
- Forms Summary
- Grade Changes
- Class Requests
- Test History
- Absences
- Referrals
- Late District Application Programs 2025

There are no forms to complete at this time.

Completed Forms

7 Records

Filter: ON

Clear All Filters

				# of Changes	
Student	Form	Completed Date	Processed Date	Approved	Denied
	2025 Beginning of School Year Forms (Parent)	07/28/2025	07/28/2025	3	0
	2025 Clinic Card & School-Based Healthcare Forms	07/28/2025		0	0
	2024 Beginning of School Year Forms (Student)	08/20/2024	08/20/2024	3	0
	2024 Beginning of School Year Forms (Parent)	07/31/2024	07/31/2024	4	0
	2024 Clinic Card & School-Based Healthcare Forms	07/31/2024	08/01/2024	5	0
	2022 Student Re-Enrollment Packet (Student)	02/07/2023	02/07/2023	5	0