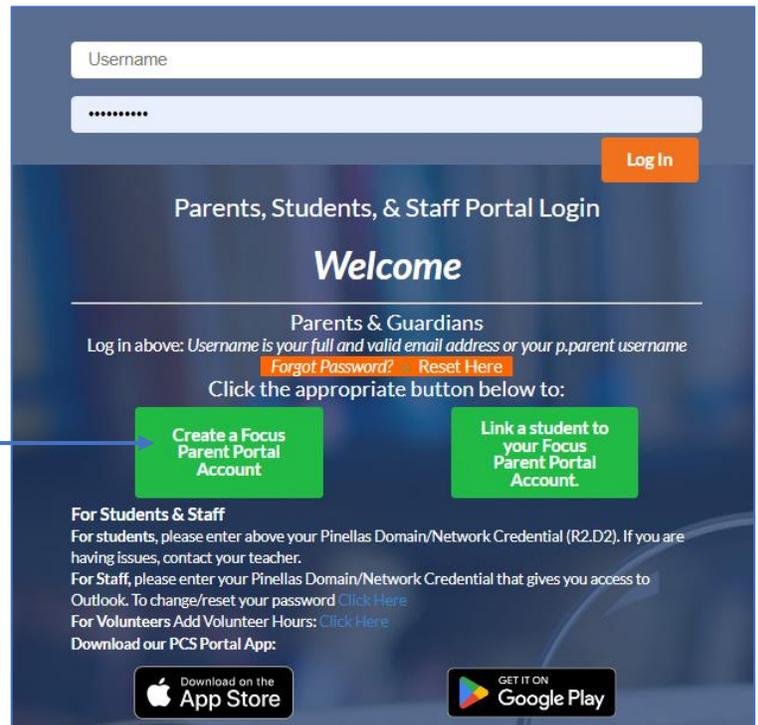


Parent Directions to Sign Instrument Rental Contract



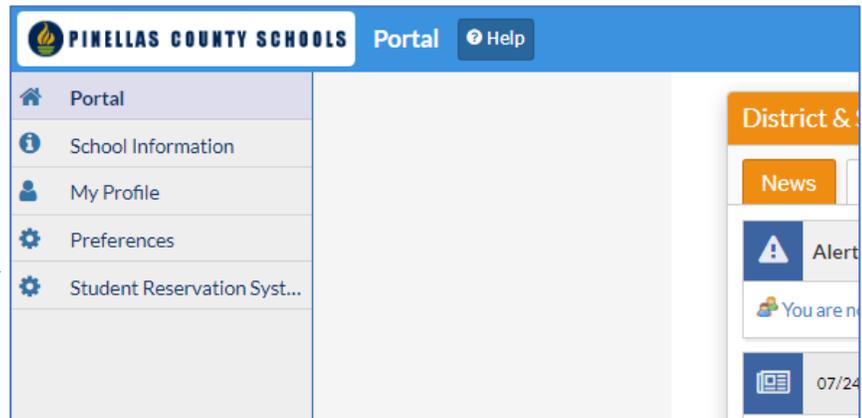
1. Go to PCSB Focus and log in.

<https://focus.pcsb.org/focus/index.php>

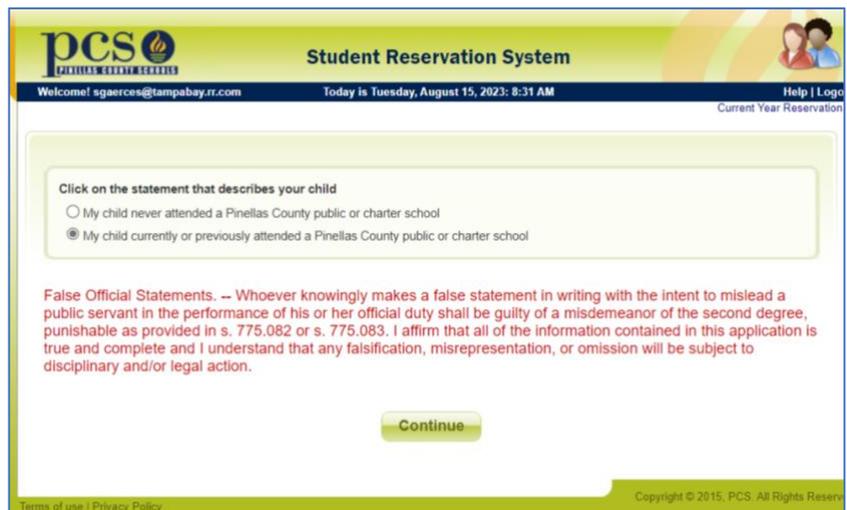


2. If you do not have a Focus Parent Portal Account, click the green box and follow the steps to create one and then login.

3. After logging in, select Student Reservation System from the Focus Menu.



4. Select "My child currently or previously attended a Pinellas County public or charter school"



Parent Directions to Sign Instrument Rental Contract



5. Select “Musical Instrument Rental Form”

A screenshot of the "Student Reservation System" web application. The page title is "Current PCS Student". Below the title, there is a list of reservation options: "District Application Program (Magnet, Fundamental & Career Academy Programs)", "PreK3/VPK Application", "2023/2024 CURRENT School Year Enrollment", "Change Of Residence Address", "Special Assignment Request for the Current School Year 2023/2024", "Physical Education (PE) Waiver", and "Musical Instrument Rental Form". A blue arrow points to the "Musical Instrument Rental Form" option. At the bottom of the page, there is a "Go back to previous page" link and a copyright notice: "Copyright © 2015, PCS. All Rights Reserved." The page also includes a header with the PCS logo, the text "Student Reservation System", and a navigation bar with "Welcome! sgaerces@tamabay.rj.com", "Today is Thursday, August 24, 2023: 6:27 AM", and "Help | Logout".

6. Enter your child's name and date of birth and “Search” to pull up the contract.

A screenshot of the "Search Student" form. The form contains the following fields: "Student First Name:" with a text input field, "Student Last Name:" with a text input field, "Date Of Birth:" with three dropdown menus for "Month", "Day", and "Year", "Or Search By" in red text, and "Student ID #:" with a text input field. A "Search" button is located below the Student ID # field. At the bottom left of the form, there is a "School Year:" dropdown menu with "2023/2024" selected.