KINDERGARTEN REGISTRATION NOW OPEN

REGISTRATION STEPS:

*To be enrolled, student's permanent residence must be within the Westchester zoned area. To confirm student's zoned school, please use the following BCPS link and continue with step 1 below if zoned school is Westchester Elementary School.

https://experience.arcgis.com/experience/7e5dc3b13cba402fb357c68a551f65fd

1. Start the online portion of the registration process by visiting the **"Parent Portal Registration"** portion of the BCPS website. Link below:

   https://baltimore.focusschoolsoftware.com/focus/auth/

2. Create your parent portal and upload the following:

   a. Birth Certificate

   b. Parents' photo i.d.s

   c. (4) Residency proofs (deed/mortgage/tax bill *OR* current signed lease *AND* 3 currently dated bills)

If you live with someone and do not own the home or have a lease, please contact jbaldwin3@bcps.org and ckorzec@bcps.org and we will direct you to our Residency Office for a shared domicile approval.

Please note that when you exit the portal, you will not be able to access it for any revisions. Please be thorough and complete when adding your information.

Additionally, please be sure to include phone numbers and email addresses in the portal.

3. Once you create your Parent Portal and start registration, Westchester Elementary will be notified through FOCUS and then will contact you via email regarding the remaining documents and forms needed (reg.form, health forms, etc.) to complete registration. Registration will not be processed until all required documents are submitted and approved. Only completed registrations will be enrolled.

To confirm notification or ask questions, please email jbaldwin3@bcps.org and ckorzec@bcps.org or call, 443-809-1088.