



# South Walton High School

## Parent Portal Account Registration Procedures

Before you can create your portal account, you must have a Florida Student Identification number and a Parent Portal Registration form turned into the front office. The number can be found at the top of your student's schedule. You can get this form from the SWHS receptionist by calling 850.622.5020.

Once the form is turned in, please complete the following steps:

1. Go to [www.walton.k12.fl.us](http://www.walton.k12.fl.us) and select the parent tab.
2. Click on FOCUS CONNECTION FOR PARENTS.
3. To **register**, **reset a password** or **add a student** to your account visit the following link: <https://walton.focusschoolssoftware.com/focus/auth/>.
4. Follow instructions.
5. FOR INITIAL SET-UP ONLY: Once completed you will receive your user ID and password. Please write down this information as the district does not have access to it. This is not an instant process, and it may take up to a week for the system to update. At that time, you will be able to access your parent portal.

## Student Parking

All students who drive to school must have a parking decal displayed on their vehicle. Please come to the front office to receive your decal. Students will need to bring the following:

1. Parent permission slip
2. Driver's license
3. Proof of insurance
4. Vehicle registration
5. \$10.00

If you have any questions, please feel free to contact Mrs. Kopinski at 850.622.5020, ext. 4341 or email her at [kopinskij@walton.k12.fl.us](mailto:kopinskij@walton.k12.fl.us).