



How do I access the Parent Portal?

Go to www.ststb.ca and click the 'Parent Portal' tile.

On the Parent Portal landing page, select the

PROCEED TO PARENT PORTAL button

at the bottom of the page to proceed to the Log In page



Log In to your account. If this is your 1st time using the new Parent Portal, click Create Account

| Create Account | × |
|--|---|
| Password Requirements | |
| Length : 8 | |
| At least one number or special character | |
| At least one lower case letter | |
| At least one upper-case letter | |
| Email | |
| Password to Log In for all | |
| Confirm Password | |
| I'm not a robot | |
| Submit Close | |

Create Account

This is different than previous versions of the Parent Portal as each user can now create a single account and add all their children to that single account rather than logging in separately for each individual student.

You will be sent a confirmation email to finish your account set up. Please check your junk email as well for this.



* 'My Subscriptions' is not active. Continue to use Bus Status for Delay, Cancellation, and other route notifications.







To view students you've added to



THUNDER BAY CATHOLIC DISTRICT SCHOOL BOARD



Adding/Viewing students on your account

After selecting 'Add Student', enter your child's Ontario Education Number (which can be found at the top of any report card or by contacting your child's school office), date of birth, current school, and current grade. Then select the blue 'Add Student' button at the bottom.

| Finding | | Ministry of Education | | |
|--------------------------------|-------------|-----------------------|----------------------------|--|
| your | SCHOOL | | Provincial Report C | ard, Grades o |
| ontario | Access | | | School School S |
| ducation | Same | TITU | / Fax | DOARD. |
| lumber | | | 1.11.1 | J. Address |
| umber / | | 1212121212121 | 2/3/ /2/ | |
| Pontario Ministry of Education | Elementa | ry Provincia | I Report Card | Strengther |
| D Ondario | | Datei | Total Days Absent | |
| Student | OEN. | Times Late: | Total Tames Late: | |
| Grade Teacher | School. | | | -lesses |
| Address: | Address | | | _ |
| Onta | rio | | Telephone: | |
| CRADE IN SEP | - education | | | and Ballar Changes |
| Learning S Program | | Elemon Sate | tactory N = Needs Improven | |
| Responsit Address | acher: | Tentary | Pro- | d |
| Fullis r/ environ | | OEN: | gress Ren | Concession of the local division of the loca |
| • Tak | | | -pon | Card |
| THE . | | Tan | The Absent | te, |
| F / | | Autor | intes Late: | |
| 1/ | | 1 | | Total Days |
| / | 15 | Principal | | in Times |
| The OEN is no | t the same | as the | Student N | umber |

| Add Student | × |
|--------------------------|-------|
| Ontario Education Number | |
| Birth Date | |
| School | |
| Grade | ~ |
| Add Student | Close |

Once the student has been added you will have access to the transportation information on file for them (see below).

THUNDER BAY CATHOLIC

DISTRICT SCHOOL BOARD

Additional students can be added to your account using the 'Add Student' link in at the bottom of page.

| | 5 | Student Transportati Services of Thunder Bay | on | | | | 8. | |
|--|---|---|---|----------------------|--|------------------|------------------------------|---|
| | ome Public | Parent * | | | | | | |
| P | Ay Stude | ents | | | | | | • |
| Drop-down list of all students | ame ► Student · 💭 Trans | 's Name portation | | ~ | - | | | Remove listed student from account |
| Student OEN, School, Grade & Special Instructions | 123456 School TestSch Instructio | ool ans | Grade B | Me No | t at Bus | | | |
| | Time | Stop | Time Of Day | Route | Operator | Starting | Ending | 'To School' (AM) |
| | 7:57 AM | 123 Any Street | AM Pickup | NORTH 00 | BUS COMPANY NAME | | - | stop time, stop location, route # |
| | 8:15 AM | TestSchool | AM Dropoff | NORTH 00 | BUS COMPANY NAME | | | and bus operator information |
| | From Sch | ool | | | | | | |
| From School (PM) | Time | Stop | Time Of Day | Route | Operator | Starting | Ending | |
| stop time, stop location, route #+ | 2:50 PM | TestSchool | PM Pickup | NORTH 00 | BUS COMPANY NAME | | | |
| and bus operator information | 3:05 PM | 123 Any Street | PM Dropoff | NORTH 00 | BUS COMPANY NAME | | | |
| Information: General information | • O Inform | nation | | | | | | Contacts : Student contact |
| from school database. \Box | • • Map | | | | × | | _ | |
| Contact school office for changes. | To PDF | | | | | | | Contact school once for changes. |
| Create PDF download of busing | | Add Student | | My Student | ·s | My Subscriptio | ns | - Map: showing location of stops |
| Information | ichool Year 2 | 2022 2028 | | | Language | English (Canada) | ~ | List students on your |
| Add another student to your | | About | Contact Privacy | Statement | Parent Portal Professional Portal | | | account |
| account | and to show I | Nederador x acamente que des Daal feerte | ey disceptory the transportation office | he fefaituist Goot S | Ballaret Web ar orginisid tade and cit Goort Spectra o | BusPla | owered by _{di 2023} | - |
| | | | | | | | | |









What else can I access through the Parent Portal?

Selecting '**Parent**" from the drop-down menu bar reveals additional links:

My Students: Displays the transportation information on file for the students you've added to your account.

Media Library: A listing of STSTB policy, practice, and procedure documents.

My Subscriptions: this feature is not active. Continue to use Bus Status for delay, cancellation, and other route notifications.

My Account: Change current email assigned to account, disable/enable account, change your password, and delete your account.

What other information is available?

Selecting '**Public**" from the drop-down menu bar reveals additional tools which are also available to the general public through our ststb.ca website:

School Information: Search for individual school address, phone number, and catchment zone (boundary) map.

Which School do I Attend?: Enter your address, school board, grade and program to find out what school your address is zoned for.

Can I Ride a Bus?: Enter your address, school board, grade, and program to find out if your address is eligible for school bus transportation.







