

# HELPFUL HINTS WHEN USING WEBQUERY:

- Must have **FULL** street address (residence # and street name)
- Entering data to obtain SCHOOL / STOP information:
- Enter **RESIDENCE #** along with only first 2 - 4 letters of **STREET NAME**, then
  - *NOTE: If street name begins with West, East, North, or South (do not enter this information)*
  - *Highway addresses (such as Hwy 5, 92, 166, 78) use:*
    - Highway 5
    - St Hwy 92
    - Highway 166
    - Hwy 78 enter as Bankhead Hwy... must choose City for address, as well)
- Do **NOT** enter GRADE or PROGRAM
- Click on **"GO"**

This will bring up another screen showing all streets that begin with the letters that you entered. It will look like example below:

## Douglas County Schools

Enter Student Information

  

**Street Address**

Grade

\*Program

\*optional

Click the correct street in the following list. If necessary, you can use the scroll bar to move through the list.

Select a Street

  

[STRATFORD DR](#)   [STRATFORD PL](#)   [STRAWN ROAD](#)  
[STREETMAN WAY](#)   [STRETFORD ROAD](#)   [W STRICKLAND ST](#)  
[STRICKLAND ST](#)   **[E STRICKLAND ST](#)**   [STRICKLAND MANOR WAY](#)

Click on desired street name (*note... E STRICKLAND ST = EAST STRICKLAND STREET*)

This will bring up basically the same screen, but **showing the schools serving that particular address.**

You can click a School Code for either a school's stops available to the student or just simply closest stops, depending upon the school eligibility.

Click a School Name to see detailed school information.

Click the Show All Schools button to see detailed information about the schools in this list.

Show all Schools

Select a School

  

School Code	School Name	Distance to School	Eligibility Description	Grades
<a href="#">35</a>	<a href="#">LW BURNETT</a>	1.17 mi	Eligible	01, 02, 03, 04, 05, 13, 14, KK, PK
<a href="#">25</a>	<a href="#">STEWART</a>	1.22 mi	Eligible	06, 07, 08
<a href="#">20</a>	<a href="#">DOUGLAS CO</a>	1.47 mi	Eligible	09, 10, 11, 12

At this point, you will click on the **SCHOOL CODE** to bring up the screen showing the School Bus Transportation information... see example below:

For a map of the student, school, and stops, click the View the Map button.

Stop List

LW BURNETT

View the map

?

Number	Stop Time	Stop Description	Distance To Stop	Bus Number	Route Number	School Bell Time	Frequency
1	7:10 AM	6189 E STRICKLAND ST	0 mi	232	232	7:50 AM	MTWUF-----00
2	6:55 AM	6215 ELLIS ST	0.22 mi	232	232	7:50 AM	MTWUF-----00
3	6:56 AM	HUEY ROAD & ELLIS ST	0.29 mi	232	232	7:50 AM	MTWUF-----00
4	3:12 PM	6189 E STRICKLAND ST	0 mi	232	232	2:45 PM	MTWUF-----00
5	3:00 PM	6256 ELLIS ST	0.08 mi	232	232	2:45 PM	MTWUF-----00
6	3:01 PM	6215 ELLIS ST	0.22 mi	232	232	2:45 PM	MTWUF-----00

As you can see in the example above, the stop is right in front of the student's residence. This is not always the case. The stop may have been established at a cross-street or in front of a neighboring student's residence. Stops are set always keeping the safety of the students in mind.

Note: Always urge the parent to have the child at the bus stop 5 minutes before the bus is expected. Also, with smaller children, a parent should always accompany them and be at the bus stop to receive them on the return trip.