



WHERE'S MY KID?

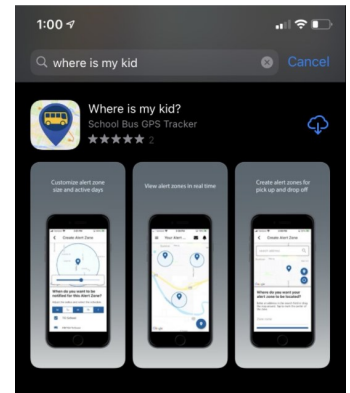
Where's My Kid keeps you notified of where your children are on their journey to and from school. Once your account is set up you will begin receiving notifications alerting you when a bus leaves and arrives at designated locations.

DOWNLOAD THE APP

1 Gather the following information. If you need help finding any of the below information, reach out to your school district.

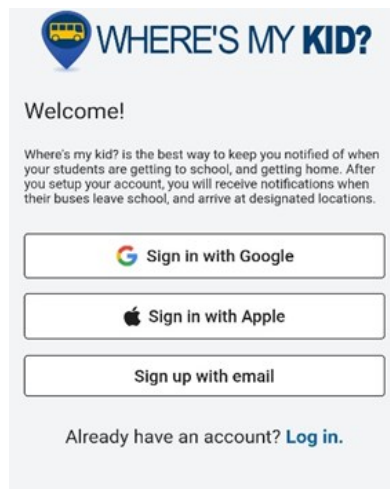
- Student ID
- Bus number
- School District access code

2 Download from the App Store. Search for "Where is my kid."

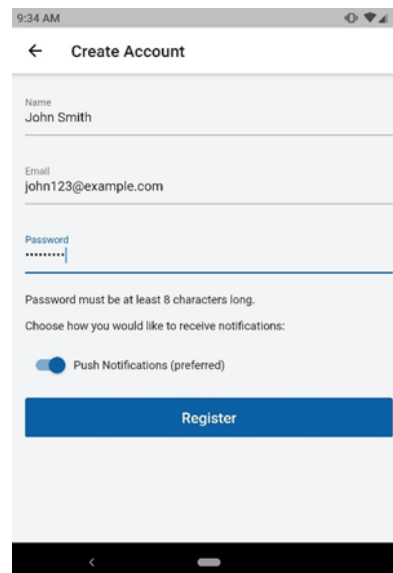


CREATE YOUR ACCOUNT

1 Select how you would like to create your account – for this example, we have selected sign up with email.

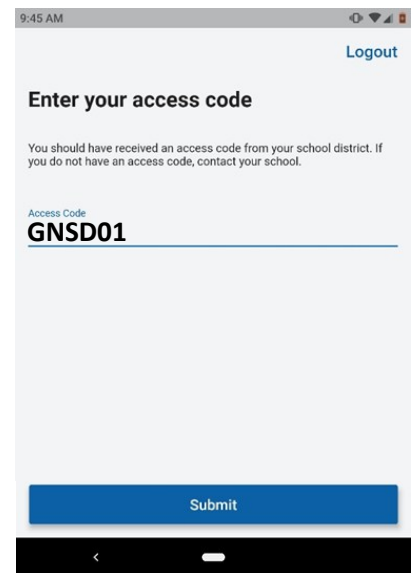


2 Enter your name, email address and password. Make sure push notifications is toggled on (blue is on, gray is off). Then click register.



3 Enter your school district's access code of **GNSD01** and Click next.

Access Code: GNSD01



For student number and bus route info, please use the Campus Parent Portal. Instructions available on the last page of this document. Please contact parentsupport@greatneck.k12.ny.us for portal assistance and PMOOperationsSupport@gobeacon.com for technical issues.



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4 Enter the bus number. Make sure the correct bus is toggled on (blue is on, gray is off). Click Next.

What buses do you want to follow?

Enter all the buses the students in your household will ride throughout the week. If you need to make changes to this list, you can always do so in the app settings later.

As you enter buses above, you will be able to select them here.

[Next](#)

What buses do you want to follow?

Enter all the buses the students in your household will ride throughout the week. If you need to make changes to this list, you can always do so in the app settings later.

- N1
- N10
- N11
- N12
- N13
- N14
- N15
- N16

[Next](#)

5 Enter the student ID for your child. Then enter the student's first name and last initial. Click next.

Enter your student's information.

Their student ID is a unique identification number provided by the school.

Student ID Number

First Name

Last Initial

0/1

Don't know their student ID number?
Contact the school to find their number.

[Next](#)

6 A confirmation will appear including the student's name, school and student ID. If this information is correct, you can click to add another student or click done. If the information is not correct, you can click on the blue "try again" link.

Confirm your student.

A student Example

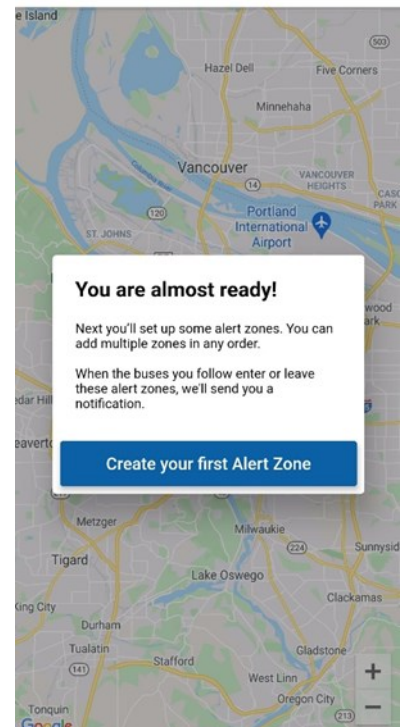
Mary E. Finn School
Student ID Number: 123456789

Not who you were looking for? [Try Again](#)

[Add another student](#)

[Done](#)

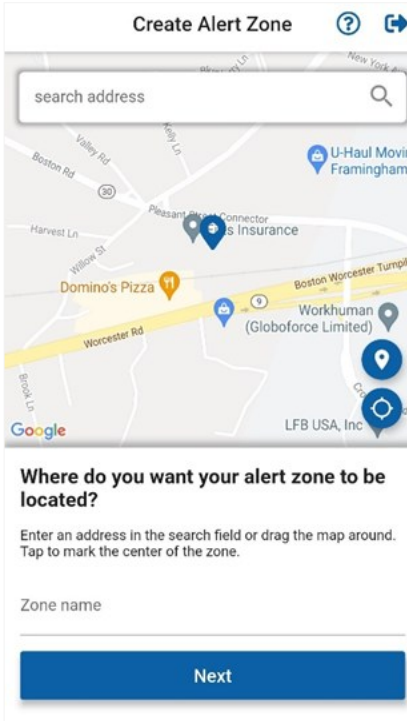
7 Next you will set up a zone or zones to receive the notifications. Click Create your first alert zone.



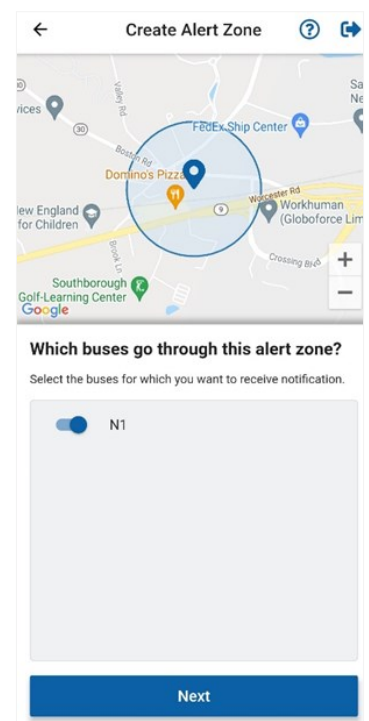
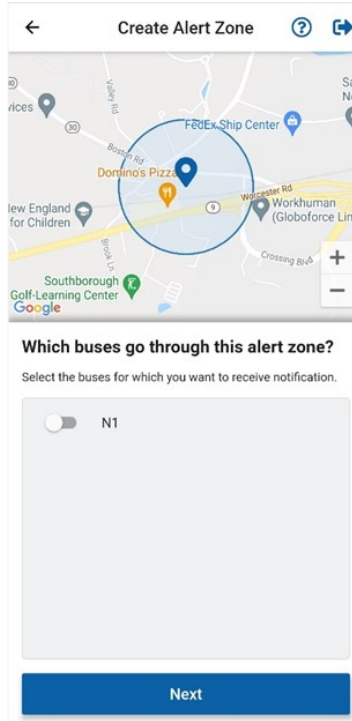


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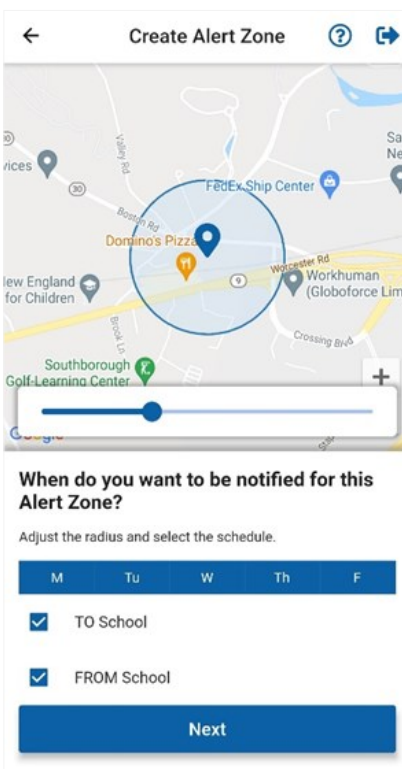
8 Enter the address you would like to use for the zone (typically your home address). Name the zone (home, bus stop, etc) and click next.



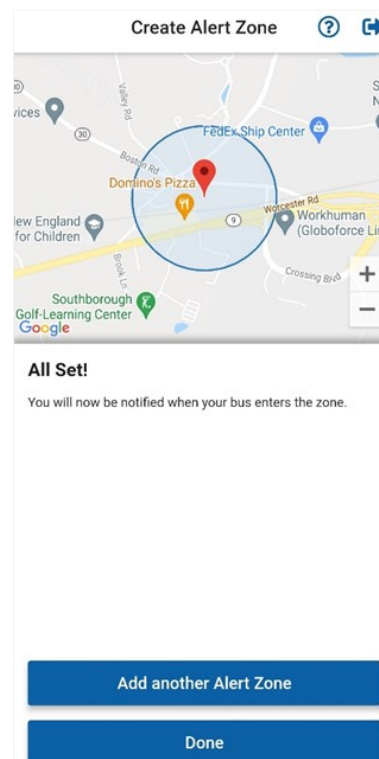
9 Select the bus to receive an alert when the bus goes through the alert zone. Make sure the correct bus is toggled on (blue is on, gray is off). Click Next.



10 Select when you would like to be notified for the alert zone. Click next.



11 Your set up is now complete. You can add another alert zone or click done.



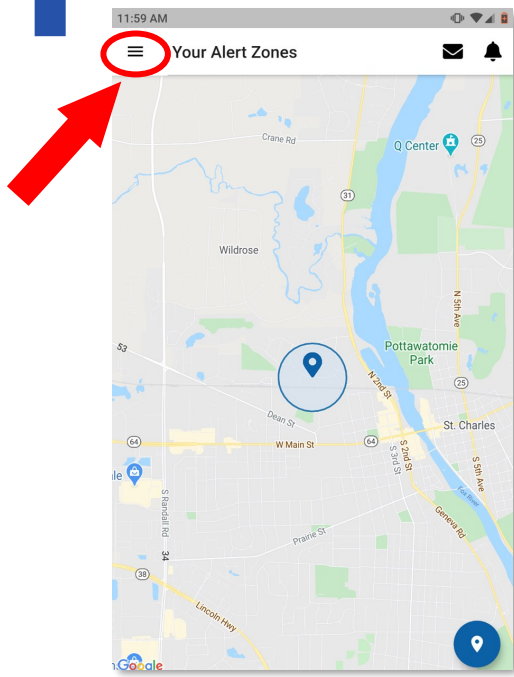


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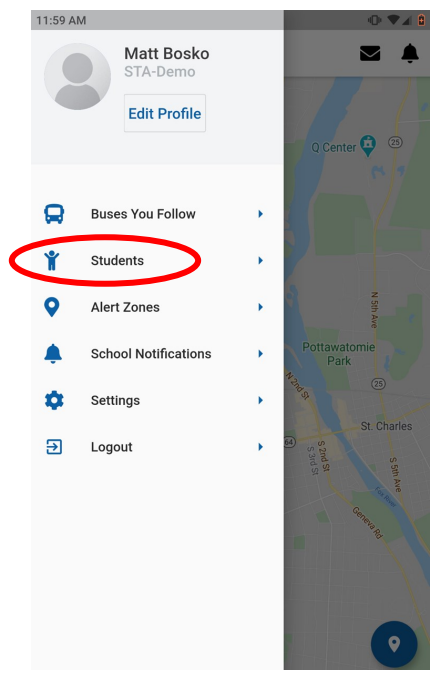
USER GUIDE

ADDING A STUDENT

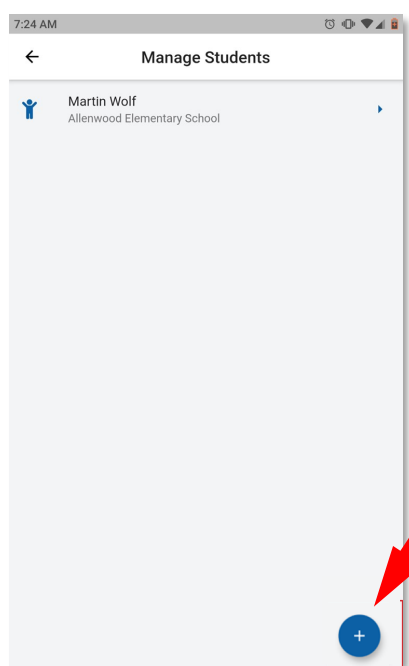
1 Tap on the main menu icon in the top left corner of the screen.



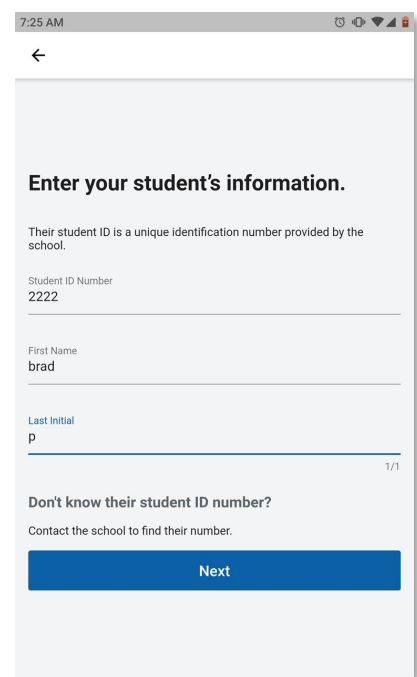
2 Tap on "Students."



3 If you have already added a student, tap on their name. If you are adding a student for the first time, tap on the +



4 Type in all of the student's information and tap "Next."

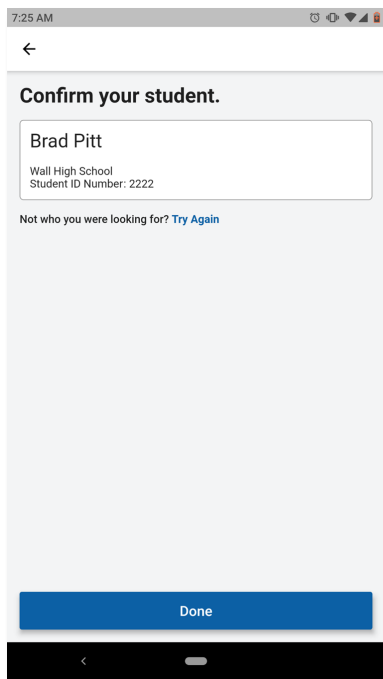




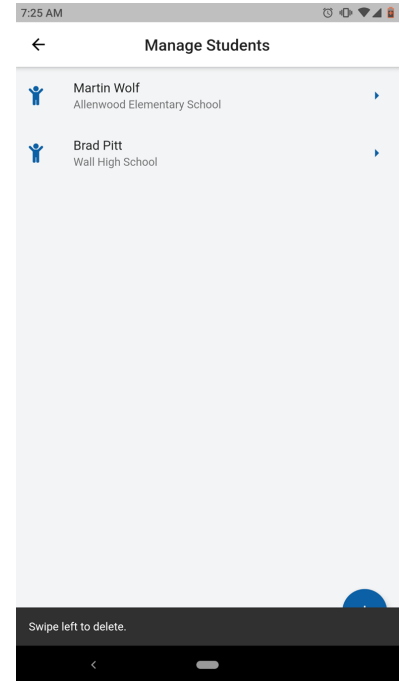
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ADDING A STUDENT

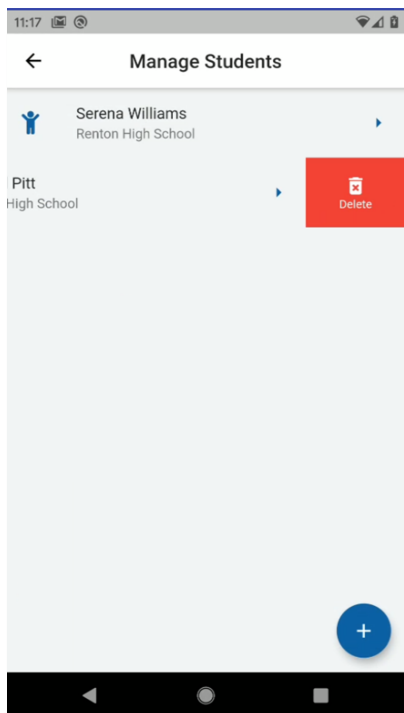
5 A confirmation screen will appear. If any information is incorrect, you can tap "Try Again." If it is the correct student, tap "Done" and the student will be added to your account.



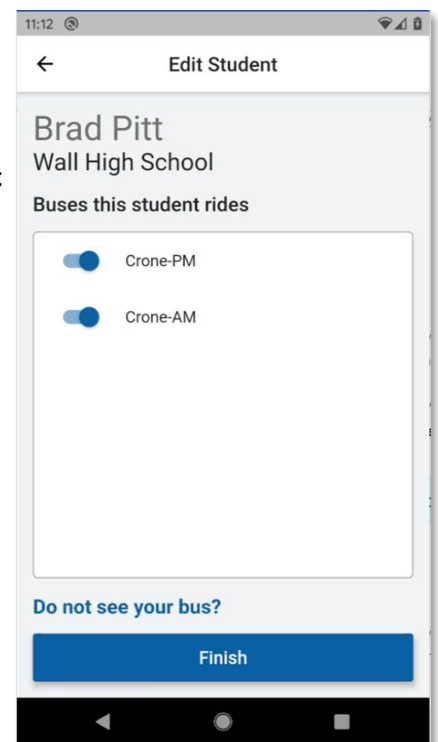
6 An updated list will now show the new student that has been added. You have successfully added the student to your account.



7 You can also delete a student at any time by swiping left on the student name and tapping the delete option.



8 IMPORTANT To get notifications for a newly added student, you must assign to the student the buses that he/she rides. Tap on the student to whom you want to assign buses. Use the slider to select/deselect the correct buses to the student, and tap on "Finish.") Your changes will be saved.

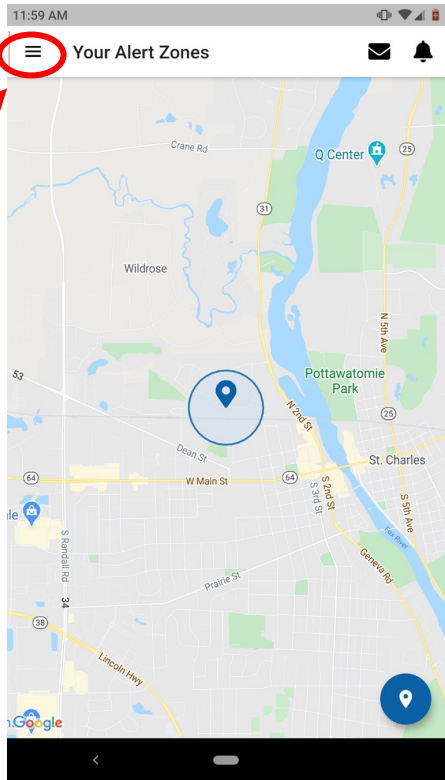




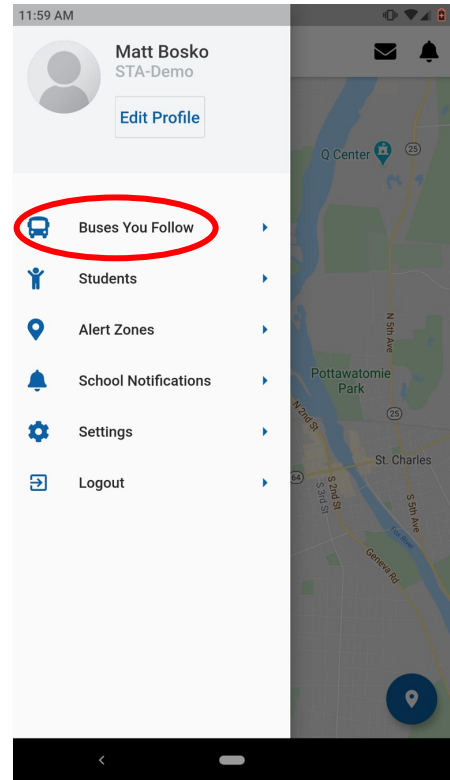
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ADDING/REMOVING BUSES

1 To add or remove buses, tap the main menu icon in the upper left.



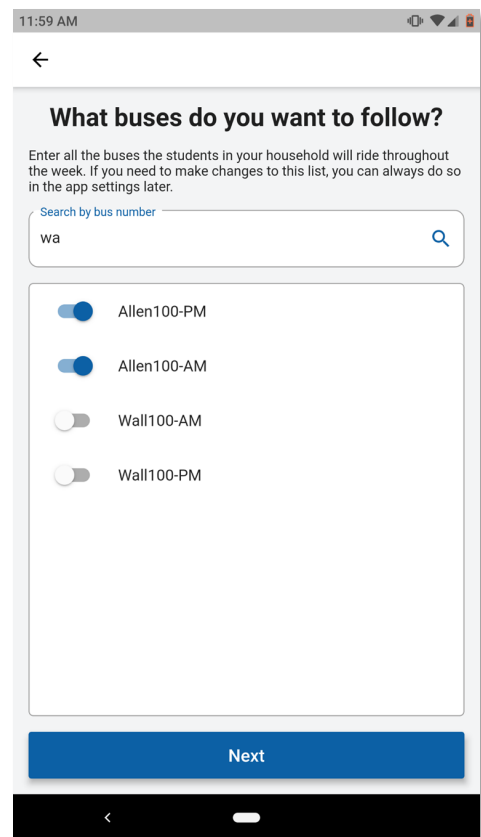
2 Tap "Buses You Follow."



3 Select any additional buses by entering a few characters in the search box and swiping the toggle button right for the ones you want to follow. You may also stop following any of the buses you currently follow by toggling the sliders to the left to turn off. When you click "Next," you will be prompted to confirm your changes. Your changes will be saved and you will be returned to the Home screen showing the map and your alert zones.

IMPORTANT

Anytime you add or remove buses you follow, go to the "Students" menu option from the main menu and make sure you match your students to their correct buses.

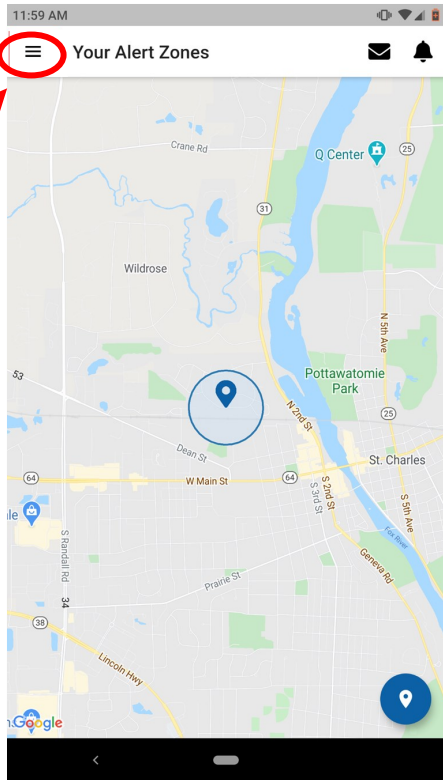




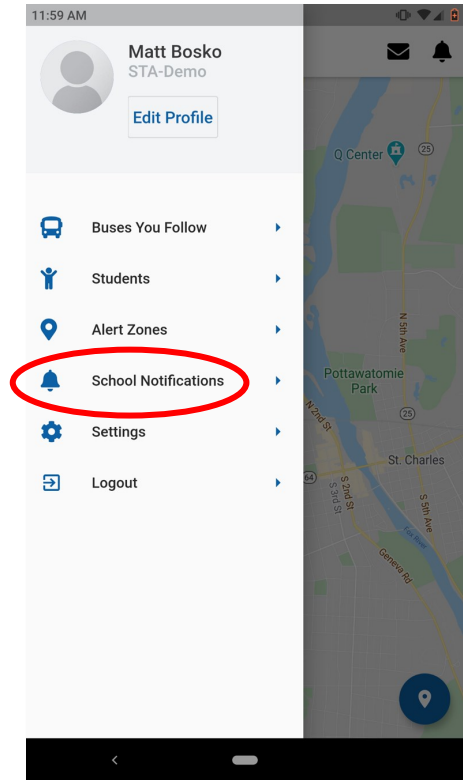
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SETTING SCHOOL NOTIFICATIONS

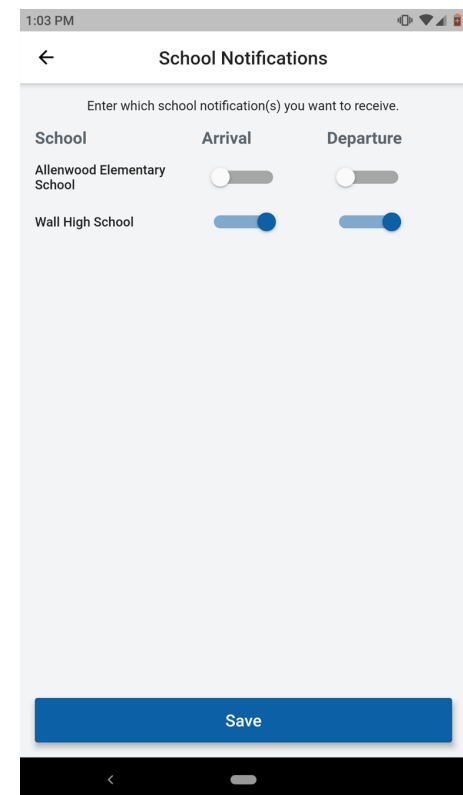
1 To add or remove buses, tap the main menu icon in the upper left.



2 Tap "School Notifications."



3 The 'School Notifications' screen is displayed, listing the schools attended by the students you follow. You can select the schools for which you'd like to be notified when the bus arrives or departs from that school by sliding the relevant slider to the right. Click "Save" to save changes.

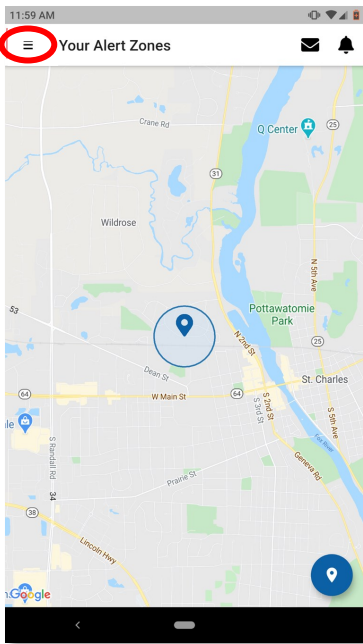




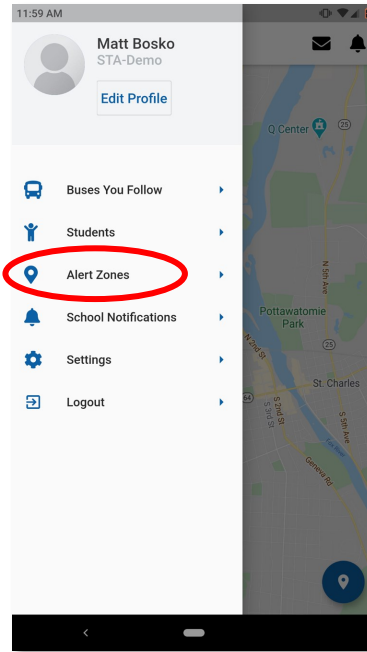
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ADDING OR EDITING AN ALERT ZONE

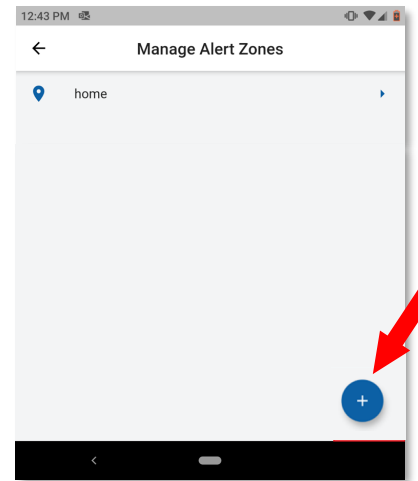
1 Tap the main menu icon in the upper left.



2 Tap "Alert Zones."



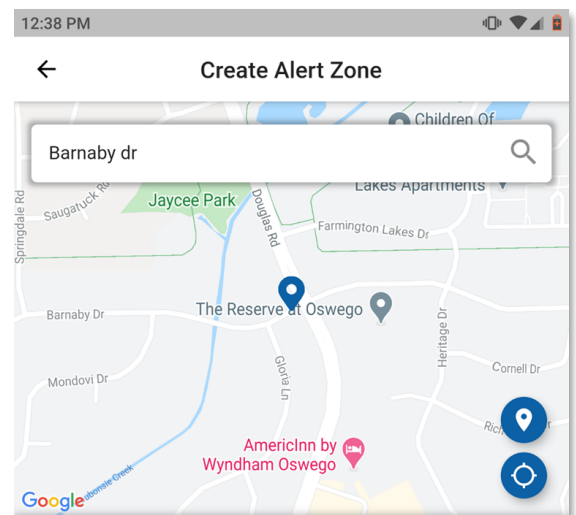
3 A list of the existing zones you have created will show. If you would like to edit, tap on a zone to continue. If you are creating a new zone, select the blue 'plus' icon in the lower right corner.



4 When choosing the location for a zone, the app will work best if the zone is created in an area where the bus always passes through, such as your child's bus stop.

To select a location, you can enter an address or an intersection and click on the search icon. Alternatively, you can move the map around, zoom in/out and tap on the location where you want your alert zone to be located. Where you tap will be the center of the zone that will trigger the alert to your phone.

After you have selected a location, enter a name for the zone and tap "Next."



Where do you want your alert zone to be located?

Enter an address in the search field or drag the map around. Tap to mark the center of the zone.

Zone name
home2

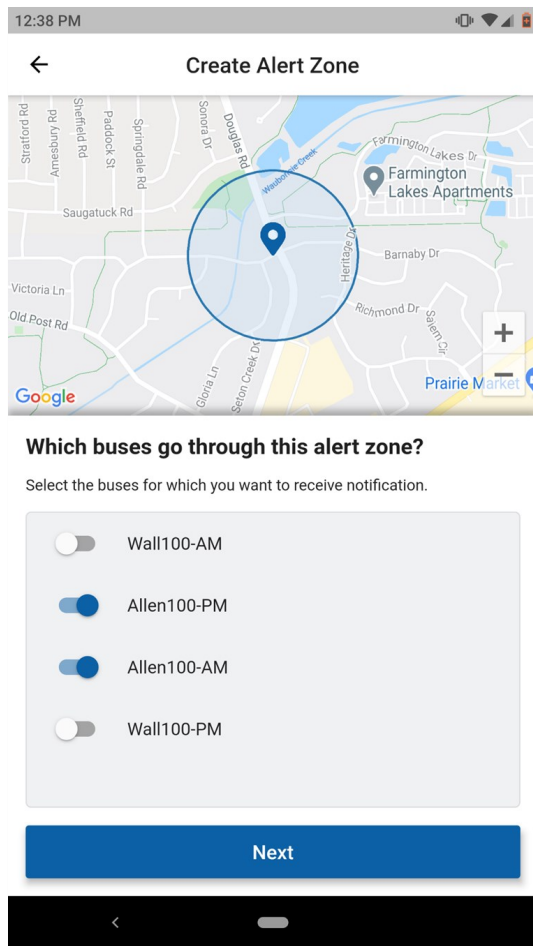
Next



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ADDING OR EDITING AN ALERT ZONE

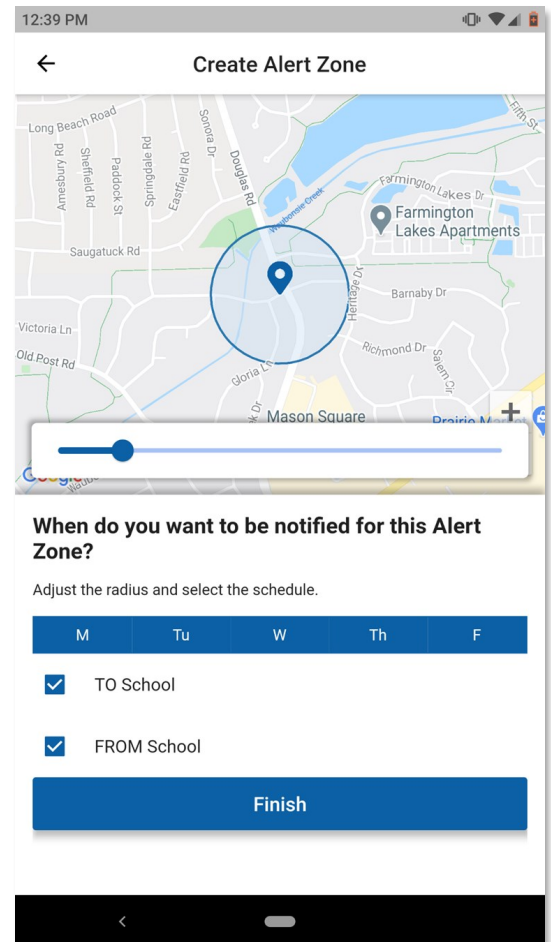
5 Select the buses you would like to track by moving the slider to the right. Tap "Next."



6 You can now select whether you want your notifications only for the "TO School" pick-up or "FROM School" drop-off, or both. You can also deselect any day of the week on which you don't want to be notified.

There is also a slider that you can move to the left or right to decrease or increase the radius of your zone. This defines the boundaries of your zones and determines how early you are notified before the bus arrives. It is best to leave this at the system assigned default and revisit at a later time if you want to get your notifications sooner or later.

Once you have made the desired change, tap "Finish," and the zone will be saved.



For student number and bus route info, please use the Campus Parent Portal. Instructions available on the last page of this document. Please contact parentsupport@greatneck.k12.ny.us for portal assistance and PMOOperationsSupport@gobeacon.com for technical issues.

The student ID number can be found in the [Campus Parent Portal](#) on the Home tab on the left. If you have more than one student, click the appropriate student first. Once a student is selected, the student ID number will display:

The screenshot shows the Infinite Campus parent portal interface. On the left is a dark navigation menu with options: Home, Calendar, Assignments, Grades, Grade Book Updates, Attendance, Schedule, Fees, Documents, Message Center, and More. The main content area has a green header with the Infinite Campus logo and a breadcrumb trail: < Back | Home. Below this is a student profile card for 'Test Student-SR' with a gear icon. The enrollment information is '22-23 Saddle Rock School, Grade 03'. The 'Student Number' is '300010867', which is highlighted in yellow. Below the student number are sections for 'Documents Need Attention' (No documents.) and 'Recent Grade Updates'.

To see Bus Detail, click More from the menu on the left and Transportation:

The screenshot shows the Infinite Campus parent portal interface. The left navigation menu is the same as in the previous screenshot. The main content area has a green header with the Infinite Campus logo and a breadcrumb trail: < Back | Home. Below this is a 'More' section with a list of options: Address Information, Assessments, Demographics, Family Information, Health, Important Dates, Transportation (highlighted in yellow), and Backpack. Each option has a right-pointing chevron icon.

Bus Detail will be displayed:

The screenshot shows the Infinite Campus parent portal interface. The left navigation menu is the same as in the previous screenshots. The main content area has a green header with the Infinite Campus logo and a breadcrumb trail: < Back | Transportation. Below this is a section for '25-26 Saddle Rock School' with a 'Bus Detail' section. The 'Bus Detail' section contains two entries: 'To School' with bus number '6620', time '8:00 AM', and stop 'Lakeville Rd & Northern Blvd'; and 'From School' with bus number '6645', time '3:15 PM', and stop 'Lakeville Rd & Northern Blvd'. The bus numbers are highlighted in yellow.

Use the 4 digit bus number for entry into the Where's My Kid app. In the example above, the Where's My Kid app bus number will be "6620" in the morning and "6645" in the afternoon.