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 6149 STR
Grade All Grades
*Program

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

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

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### Stop List

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

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.