

## Bus Tracking – “Where’s my Bus”

**This document is for new families. Returning families can continue to log into BusTracker using the account they set up and used last year but can use this document to add siblings to an existing account.**

TDChristian offers GPS tracking of our school buses using a program called BusTracker.

Once your account is active, you can “attach” students to your account and track their bus routes, and where the bus is along the route.

To get started, complete the following steps.

### **Creating your BusTracker account**

Step 1: Surf to <https://tdch.mybusplanner.ca> in a web browser.

Step 2: Click on *Parent Portal*.

Step 3: Click the *Create Account* option near the bottom of the page. You will then be prompted to create an account by entering your email address and a new password, and then clicking *Submit*.

Step 4: In a few moments, you will receive an email asking you to confirm your account creation request. Click the *Confirm* link in the email. Your account has now been successfully created.

### **Adding students to your BusTracker account**

Step 5: Surf to <https://tdch.mybusplanner.ca> and log in with the email address and password you created in Steps 3 and 4.

Step 6: Click on *Add Student*. To add a student, you must enter their Student ID Number (which is found on the other side of this sheet with the other route info), their birth date and their current grade.

Step 7: If you have more students you wish to track, click *Add Student* again and repeat the previous step.

Step 9: When you are all done you can click *Where’s My Bus?* to track your student’s bus.

*If you have any questions, please e-mail Mr. Dykxhoorn – [dykxhoorn@tdchristian.ca](mailto:dykxhoorn@tdchristian.ca)*