

# Daily Pass Job Aid - Parents

## Step 1 – Click on Link provided and Click on “PARENTS”

Using the link provided (<https://dailypass.lausd.net>) click on “Parents”. You will be redirected to a screen where you will enter your ParentPortal account information.

LA UNIFIED

RESOURCES

SIGN IN

ENGLISH ▾

Welcome to Los Angeles Unified’s Daily Pass! Your one-stop shop for a safer return to campus and to work. Employees, parents and students will be able to book their COVID-19 test appointments, get test results and answer the daily health check screening questions in an effort to do the best we can to keep ourselves and others as safe as possible. If you are a parent, you will need your Parent Portal Account. If you do not have a Parent Portal account, please register here: <https://parentws.lausd.net/parentauthen/register.jsp?app=passport>

You may also contact your school site or call the Los Angeles Unified Hotline at 213-443-1300 for assistance with opening a Parent Portal account. Employees, contractors and students can use their single-sign on (LAUSD email address) when selecting “Employees/Students” below.

Household members or invited guests, Click to Get a Daily Pass or Schedule a COVID Test Appointment.

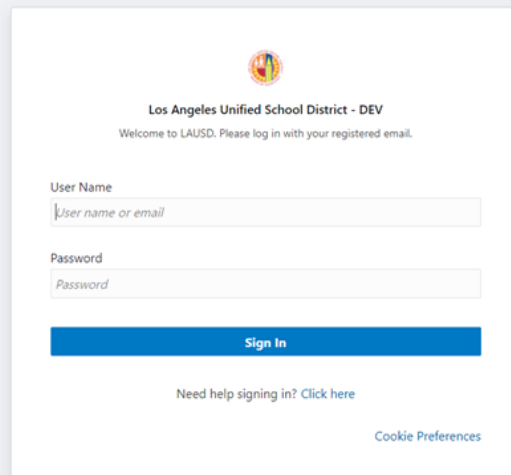
Sign in using one of the options listed below.

PARENTS

EMPLOYEES/STUDENTS

## Step 2 – Enter Parent Portal Login Information

Enter your Parent Portal login information and click “Sign In”. For information on how to sign up for Parent Portal or how to link a student to your Parent Portal, please visit the Parent and Community Services website or click here <https://achieve.lausd.net/Page/10470>.



The screenshot shows a login page for the Los Angeles Unified School District. At the top center is the LAUSD logo. Below it, the text reads "Los Angeles Unified School District - DEV" and "Welcome to LAUSD. Please log in with your registered email." There are two input fields: "User Name" with a placeholder "User name or email" and "Password" with a placeholder "Password". Below the fields is a blue "Sign In" button. At the bottom, there is a link "Need help signing in? Click here" and "Cookie Preferences".

### Step 3 - Get a Daily Pass

After signing into the Daily Pass Portal, click on “Create Pass”.

The screenshot shows the top navigation bar with 'LA UNIFIED' on the left and 'HOME TEST RESULTS MESSAGES RESOURCES ENGLISH PARENT TEST ACCOUNT 15' on the right. Below the navigation bar is a teal header with 'Welcome Parent'. The main content area features a list of five menu items, each with an icon and a right-pointing chevron:

- BOOK AN LAUSD COVID-19 TEST APPOINTMENT
- SUBMIT EXTERNAL COVID-19 TEST RESULT
- CREATE PASS
- VIEW PASS
- REGISTER GUEST OR DEPENDENT

### Step 4 – Search for a Location

After selecting “Create Pass” you will be asked to select a location. You can search for a location by typing in the name or using the dropdown. Once you have selected the site, click “Next”.

The screenshot shows the 'Select Location Below' page. At the top is the same navigation bar as in Step 3. The main content area has the heading 'Select Location Below' and the instruction 'For an easier search, type the first letters to look up a location.' Below this is a dropdown menu with '102ND ST EEC' selected. At the bottom is a teal 'NEXT' button.

## Step 5 - Respond to Statement 1 and 2 of the of the Daily Health Check

After clicking “Next” you will be directed to two statements, the first called a “Daily Health Check” that you must read and respond to. After responding to the first statement and clicking “Accept” you will be directed to a second statement that asks you to agree with the statement listed.

### STATEMENT 1 - DAILY HEALTH CHECK

LA UNIFIED

HOME

TEST RESULTS

MESSAGES

RESOURCES

ENGLISH -

PARENT TEST ACCOUNT 15 -

#### Take the daily health check

We can help protect the community by practicing healthy behaviors that decrease the risk of getting COVID-19. COVID-19 is commonly transmitted in homes. We successfully make our communities safer when:

- We wear face coverings at school and outside the home.
- We avoid inviting people into the home, other than those who need to be there.
- We minimize close physical contact, which increases your exposure to the virus. (Close physical contact is being next to anyone less than 6 feet away for more than 15 minutes. People who don't have symptoms can still transmit the virus.)

Our goal is to have everyone back to school as safely as possible. **Do you agree to commit to the safest behaviors possible and in so doing, keeping the schools safer?**

ACCEPT

### STATEMENT 2 - DO YOU AGREE?

LA UNIFIED

HOME

TEST RESULTS

MESSAGES

RESOURCES

ENGLISH -

PARENT TEST ACCOUNT 15 -

#### Do you agree with the following statements?

Do you agree with the following statements? Please respond as accurately and honestly as possible.

I am feeling well. I have not had any of the symptoms below in the past 14 days.

- Fever of 100 degrees or greater
- Shortness of breath or difficulty breathing
- Chills
- Fatigue (new or severe)
- Any of the following not due to a chronic condition
  - Cough
  - Congestion or Runny Nose
  - Muscle or body aches
  - Headache
  - Sore throats
  - Nausea/Vomiting
  - Diarrhea
  - Loss of taste or smell

I have not been in close physical contact with anyone with these symptoms, or a COVID-19 case, in the past 14 days.

I have not been informed by my medical provider that I have COVID-19 in the past 14 days.

I have not had a positive test result in the past 14 days.

I am not currently under a quarantine or isolation order.

I have been as safe as possible.

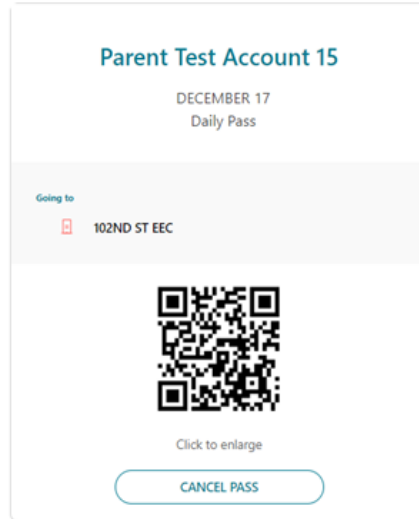
If you “disagree” with any of the above, you will not be allowed to enter a school or District office and you can schedule a COVID-19 test if you are an employee or student at <https://achieve.lausd.net/covidtestingappt>.

I AGREE

I DISAGREE

## Step 6 – Daily Pass Results Displayed

Based on your responses to the Statements, you will either be issued a Daily Pass or you will be directed to schedule a test at an LAUSD test site.



OR

### Looks like you aren't feeling well!

It is better for you to stay at home today.

Please schedule a COVID-19 test at: <https://achieve.lausd.net/covidtestingapp>. If you have concerns about your health, please contact your healthcare provider. For any additional information please contact L.A. Unified Community Engagement Team at (213) 725-5637. If you are an employee, please inform your supervisor about your absence. If you are a student, please have your parent or guardian inform the school about your absence.