**K-12 Schools Video\_Final**

0:05
As education providers, children, families, and the community depend on you for transparency, guidance, and support.

0:14
Your job can be tough.

0:16
Thankfully, we are here to help.

0:18
My Florida Schools is a free and secure initiative that allows education providers to create customized program listings, enabling families to discover and learn about their various options.

0:32
Between managing a school and family's busy schedules, it's sometimes difficult for providers to reach out and connect.

0:40
My Florida Schools provides a digital, easy to use solution that lets you introduce families to all that your school offers.

0:48
It works like this.

0:50
Families simply log on and search listings using easy to navigate filters.

0:55
They can also contact programs or schools to set up a tour.

1:00
Meanwhile, providers can seamlessly manage staff information, update listings and even offer tours to prospective students.

1:08
To help parents and caregivers find the best options available, you can enter My Florida Schools through a secure login.

1:17
You can also manage staff listings.

1:20
Think of this as a Control Center that gives you an overview of everyone on your team.

1:26
When you add a new staff member, their information is added to your school's directory.

1:31
Once the staff member is included, you can search for them and decide how much access they have to your school's website.

1:39
Another user friendly feature is being able to edit program listings.

1:44
A listing is the public facing information family see when they view your program.

1:49
On My Florida Schools, both public and private providers have similar access with some minor differences.

1:58
As a public provider admin, you can edit basic information including your school's academic philosophy, academic programs and career clusters, activities, specific special education programming, and more.

2:12
As for program information, you have the green flag to update almost anything.

2:18
The exceptions are how your school delivers its curriculum and whether or not you offer part time enrollment.

2:25
As you edit your listing, you'll notice some inaccessible Gray areas like school contact information, grades served, title one status, and classifications.

2:36
This information comes directly from the state.

2:39
Only their administrators can change this.

2:42
If you'd like Gray data edited for K through 12 public schools, reach out directly to the Florida Department of Education.

2:49
At My Florida Schools at fldoe.org.

2:54
Private admin providers have access similar to public admins, except that in addition to adding an enrollment website, they can also add a direct link for tuition rates and information.

3:07
You can offer tours for prospective students either on a single date or a recurring basis from My Florida Schools.

3:15
You can also go the extra mile with a calendar that allows you to schedule and manage tours for prospective families.

3:23
If you have any issues, the My Florida School's landing page includes helpful information and frequently asked questions, so feel free to check those out as you explore.

3:34
To create a free and secure account, follow the link in the e-mail from FLDOE so you can start managing your program listing today.

3:44
If you haven't received an e-mail, please reach out to My Florida Schools at fldoe.org.

3:51
Let us help you make a connection today that will put a child on the path to success.