



Student Bussing – 2026-2027 Bus Registration - CITY LIMITS

Students who were registered on a bus last year and are not changing schools or addresses will not need to register again. **Please login to your parent portal to review current bussing to ensure it is correct for next year.**

All students new to transportation, changing schools or moving from Pre-K to Kindergarten must register before bussing can occur. This includes students moving into grade 8 from any of our elementary schools or into grade 3 from Mother Teresa into one of our other elementary schools.

To register for bussing please use the following steps:

1. Go to division website www.lcsd.ca
2. Under **Students & Parents choose transportation**
3. On bottom of page go to register for bussing here.
4. Fill out registration form
5. If you fill out a home and alternate address, you will need to specify which address you need bussing from or if you require bussing to both

Access bus information following these steps:

1. Go to www.lcsd.ca, (Or use your LCS D App on your phone)
2. School bus updates or Latest School bus schedules, Parent Portal
3. **Create an account** or login to your existing account
4. You will receive a confirmation email from lcsd@busplanner.com to verify your email address. You must complete this verification
5. **Add students as required** and view transportation tab

LCS D student bussing information will be available on the parent portal starting August 24th, please note that routes may change up to August 28th

Rural Bussing - Please contact your rural provider for bussing

Alberta residents - Buffalo Trails

EMAIL: transportation@btps.ca

Saskatchewan Residents - Northwest School Division

EMAIL: transportation.department@nwsd.ca

Rick Graff

Transportation Supervisor



How to create an account with Busplanner?

- 1. Go to www.lcsd.ca and select



- 2. Choose Parent portal
- 3. Click on Create account
- 4. Confirm account through the email you receive (you must click on the word **confirm** in the body of the email)

How to Add Students to your account:

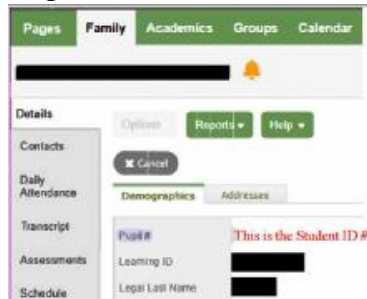
- 1. Once the account is created login to your account. (Again, go to www.lcsd.ca and click on “School Bus Planner” as above.



- 2. Click on Add Student: Add Student
- 3. Information you will need to add a student:

- a. Student ID (this number is your child’s Pupil # that is found in the MSS parent portal. This ID is 7 digits long.

In the MSS portal it is found when you click on your student’s name. (For MSS information please review the information at the end of this notice)



- b. Birth Date. To be Entered YYYY-MM-DD
- c. School: Choose the school your student is attending
- d. Grade: The grade your student is in this year

- e. Click on: I'm not a robot

- f. Click on **Add Student**



Once each student is added Information is visible under **My Students** for all of your students bussing. Please contact: lcsdtransportation@lcsd.ca for any questions regarding in city bussing.

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MSS information:

Instructions on setting up an MSS parent portal:

https://www.lcsd.ca/uploads/MSS_Parent_Portal_Account_Setup_Information.pdf

Please review the following link if you are experiencing issues logging into MSS:

https://www.lcsd.ca/uploads/MSS_Parent_Portal_Account_Login_Issues_v1.1_Feb_2025.pdf