

COUNCIL ROCK SCHOOL DISTRICT

ADMINISTRATION & BUSINESS OFFICES

30 N. Chancellor Street

Newtown, PA 18940

JACK PINHEIRO

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TRANSPORTATION COORDINATOR

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February 28, 2008

To: All Parents of Elementary School students

From: Jack Pinheiro

Subj: Day Care Transportation Policy Change

The safety of your children is the number one priority of the transportation department.

The most serious "blunder" we can make is to take a young child home after school and leave that child off when there is no one at home. Every week there are instances when this almost happens. This past September, a local Bucks County school district did just that because of a mix up at the school and a child was put on a bus to go home, instead of a bus to go to a day care facility.

We want to prevent any chance of this happening and effective with the September 2008 – 2009 school year, Council Rock will put into effect a "5 day, no exception policy."

Simply put if a parent signs up a student to go to a day care facility or care provider, we will provide transport to that location five days a week. If a parent wants the child to go home one or two days a week instead of the day care, the parent will be responsible for picking up their child at school.

This will prevent an accidental drop off at an unattended location. No longer will a bus driver or a teacher at a school be able to make a mistake. The prevention of just one such incident is well worth any inconvenience it may place on some families.

The same attendance boundary determination for your facility will remain unchanged.

If you have any questions, please give me a call at 215-944-1010.

COUNCIL ROCK SCHOOL DISTRICT

Transportation department
30 N. Chancellor Street
Newtown, PA 18940
Tel # 215-944-1010
Fax # 215-944-1011
Transportation@CRSD.org

Joint Custody Transportation Policy

Council Rock recognizes only one address as the official address for a student's residency.

Council Rock will only transport a student to the official address of the student. If a student alternates living with their parents, it is the responsibility of the parents to arrange for the movement between residencies. The school bus will pick up and drop off students only at the official residence.

In the case where a student may attend a before or after school care program, Council Rock will provide transportation to or from that site based on the Day Care transportation policy.

Day Care Transportation Policy

Council Rock School District will transport a student to or from a day care facility or day care provider under the following rules:

- The location of the day care provider or facility must be in the home school attendance boundary.
- The transportation will be provided 5 days a week to or from the same address in the morning and afternoon. The morning and afternoon address may be different. If the student is scheduled to attend the day care less than 5 days a week, on the days the student is not to be picked up or dropped off at the day care provider or facility, it is the responsibility of the parent to provide transportation to or from school.

**COUNCIL ROCK SCHOOL DISTRICT
DAY CARE TRANSPORTATION REQUEST FORM**

SCHOOL YEAR _____ Requests must be submitted each school year. Transportation will revert back to student's home address at the end of the School year.

Student(s) Name: _____

Home Address: _____

School Attending: _____

Grade: _____ Home Telephone: _____

Please fill in the blanks where indicated and provide us with accurate information and the required signatures. Please return this form to the Council Rock School District Transportation Office, 30 N. Chancellor Street, Newtown, PA 18940 This form may also be faxed to 215-944-1011.

Daycare Provider: _____

Daycare Provider Address: _____

Phone Number: _____

Bus Stop Location (For Child Care Provider Location If Known): _____
(Must be an existing bus stop.)

Student Transported TO SCHOOL FROM:

Child Care Provider / Day Care Facility _____
(Must be 5 days a week, if not, parent is responsible for transportation to school from home).

Student Transported FROM SCHOOL TO:

Child Care Provider / Day Care Facility _____
(Must be 5 days a week, if not parent is responsible for transportation home on days not attending day care.)

Signature of Parent or Guardian: _____ Phone Nr. _____

TRANSPORTATION DEPARTMENT USE ONLY

Effective Date: _____

_____ Approved

_____ Not Approved

Transportation Director _____ Date _____

PLEASE NOTE: This request can only be approved by the Transportation Office. Building principals can approve temporary changes in transportation for emergency reasons.

Copies: School Office: _____ Parent Notified via _____ E-Mail _____ Telephone Date _____ Time _____.

**COUNCIL ROCK SCHOOL DISTRICT
KINDERGARTEN
TRANSPORTATION GUIDELINES**

1. Your child will be placed in either AM or PM kindergarten sessions according to where you reside. From year to year the boundaries may change slightly to even out the number of students in the AM/PM classes.

If you request a change from the session to which your child has been assigned and the school principal grants your request, then you are responsible for the mid-day transportation.

2. If you plan to use a day care facility or care giver, please see the attached information, fill out the form and return it to the school office.
3. Snow: If school is open, but with a two hour delay, there is no AM kindergarten. The PM kindergarten will have normal transportation.
4. Snow: If the district announces an early dismissal due to deteriorating weather conditions, AM kindergarten students will stay in school and ride home on the regular afternoon buses. They will be provided with a snack. The buses will leave for home approximately 1 ½ hours after the high school dismissal, but weather conditions may cause delays.
5. The buses will **NOT** drop off a kindergarten student if a parent or previously designated adult is not at the stop to receive the student. (An exception is if a student has an older sibling also getting off the bus at the same time.)

If there is no one at the stop to receive your child, the bus will continue on its route dropping off the remaining students. It will stop back and if there is still no one at the stop, the bus will take your child back to school. Repeated lateness to a bus stop may result in the revocation of bus privileges.

6. Students are permitted to ride only the bus to which they are assigned. In addition, they are permitted to get on or off the bus only at the stop to which they are assigned. This is for the safety of your child.
7. Requests for permanent changes to the bus schedule or stops, **MUST** be in writing and submitted to the Transportation Dept. In case of an emergency, contact your school office for a temporary bus pass.

Transportation@CRSD.org

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