



LATE TRANSPORTATION PROCEDURES

Late Transportation is transportation service provided along two routes (north and south) to bring students closer their homes so that parents will not have to transport all the way from the school. Most students will not be dropped off at their homes. If the student does not live on the Late Trans Route, the parent must pick up his/her student somewhere along the route or make arrangements for their child's safety. Please study the attached map with the approximate drop off times. **THIS IS NOT A DOOR TO DOOR SERVICE.**

A. Late Transportation Eligibility

1. Transportation will be provided for students involved in scheduled activities
When **four** or more students sign up for the late transportation bus.
2. Students staying for weight lifting may ride the late transportation bus only if there are other students staying for approved activities.
3. Students may **not** use late transportation if they have stayed in town for non-school activities.
4. All students riding on late transportation shall observe the Bus Rider Rules and Regulations. Students should be mature enough to handle a situation that may require them to walk some distance in the dark and to discipline themselves while on an unchaperoned bus at night.
5. Late transportation shall be charged a fee of \$1 per ride.

B. Sign up Procedures

1. Students must sign the late transportation sheet in the school office to be eligible for a ride that night. It is the total responsibility of that student to make sure his/her name is on the signup sheet.
2. Students may only sign their own names on the late transportation sheet. You can't sign up another student.
3. The activity that the student is staying for and the supervisor in charge must also be listed on the late transportation sheet.

C. School Departure Times

1. The late transportation buses shall depart as follows:
 - a. From Washington School at 5:35 PM
 - b. From the High School at 5:45 PM
2. It is the coach's/supervisor's responsibility to release students with enough time to board the buses. If the coach/supervisor does not release the student on time to depart on the bus, it is the coach's/supervisor's responsibility to provide acceptable transportation for those students. It is the bus driver's responsibility to depart the schools at the scheduled times. The student's responsibility is to be on the bus before departure time. If the students fail to board the bus before departure time, that student assumes full responsibility for his/her transportation home.

D. Student Responsibilities/Discipline

1. Students must remain under school supervision until the late transportation bus arrives.
2. The bus driver makes discharges in the dark and cannot always identify the students on the bus by name or know where they must get off. Therefore, it is the sole responsibility of the student to make the driver aware of his/her stop within 1/2 mile of that stop. The driver may not back up or turn around to drop off a student who fails to get off at his/her stop.
3. Student discharges at night, in the dark, are more hazardous than the usual daytime student discharges. For this reason, stricter disciplinary procedures are necessary.
 - a. The first unsatisfactory bus conduct report will result in no late transportation ride for one night.
 - b. The second unsatisfactory bus conduct report will result in no late transportation ride for one week.
 - c. The third unsatisfactory bus conduct report will result in no late transportation ride for the rest of the school year.

E. Late Transportation Fee

Students may be assessed a fee for late transportation if they do either of the following:

1. The student does not sign up, but rides the late transportation bus.
2. The student signs up, but does not ride the late transportation bus.

Students who have done either of the above actions five (5) times will be charged \$5.00. Notice will be given at the time of the third action. The \$5.00 must be paid before that student will be allowed to ride late transportation again. Each such action after that will carry a \$1.00 per action charge. Students who have done either of the above actions 10 or more times will not be allowed to ride late transportation for the rest of the school year. Notice will be given at the time of the eighth action

F. Late Transportation Cancellation

Late transportation may be cancelled under the following conditions;

1. If not enough students sign up
2. If the only students requesting late transportation are those staying for weight lifting
3. Inclement weather

Any cancellations will be made by 2:30 PM if at all possible.