

# TRANSPORTATION POLICY

2021

Kool Kidz Adventure Academy transports children to the following schools listed below.

Please fill out ALL information completely. We cannot transport any student unless this contract is complete and on file. Please select one school, grade, and transportation schedule.

## School (Pick One)

- Clinton Elementary
- Doxey Elementary
- Holt Elementary
- Lakeside Elementary
- Parkside Elementary
- Sunset Elementary
- Syracuse Arts Academy
- Voyage Academy
- West Clinton Elementary

## Grade (Pick One)

- Kindergarten \*AM only
- 1st
- 2nd
- 3rd
- 4th
- 5th
- 6th

## Transportation Needs

- Before School ONLY
- After School ONLY
- Before and After School

PLEASE INITIAL NEXT TO EACH STATEMENT.....

It is our policy to begin the school run at 8:05 a.m., leaving at this time allows the driver to maintain the school-run schedule. If your child will be eating breakfast at the center, please have him/her at the center no later than 7:40 a.m. to allow breakfast to be eaten.

It must be stressed to the children how important it is to be in the determined pick-up area as soon as the bell rings. By law, the driver is not allowed to leave the van when children are in it and while transporting, so we cannot go looking for a child who have not come out to the van in the given amount of time nor can we walk children to classes. The driver will wait approximately 5 minutes, if your child is not there, we will notify the center as soon as possible and have the assistant contact the parents, school, etc., in order to ascertain where your child is and what has to be done to get your child.

If your child is not in the designated area and missed the van, **it is your responsibility as a parent to make other arrangements to have the child picked up.**

It is very important that you let the center know if there is a change in your child's schedule so we will not be looking for a missing child. It is your responsibility as a parent to notify us if we are to pick up your child. Likewise, you must notify us if we are not to pick your child up if we took them to school.

Our vans pick students up in a specific area. Students who do not meet the van on time will be left. We will leave the school and return to Kool Kidz. We will call you when we return to the center and notify you of the missing student. The driver CANNOT leave the van in order to look for a missing child. Other students may not leave the van to search either.

A call will be placed to the parent/guardian to inform them that the student did not meet the van. If the parent wishes, we will return to the school to look for their child. The first time this happens, you will not be charged. The second instance, we will charge your account \$5.00.

A \$5.00 charge will also occur if your student does not meet the van, and the school calls us to return to pick up the student.

It is important to respond quickly if a child is missing and a change in a schedule is very important to know ahead of time. It is also important that the child's teacher and school are aware that Kool Kidz will pick up your child. This information is part of your registration form for the school and they will not allow us to pick-up your child if our name is not on the form.

It is also very important that your child is aware of the seat belt rules and other safety rules that he or she will be required to obey while traveling in the van. We ask that you discuss these rules and the importance of following them with your child.

Any child who rides the vans and misbehaves requiring parent notification may be suspended from riding the vans. Such misbehavior may include, but is not limited to; injury to self, to another child, the driver, destructive acts to the vehicle, failure to mind the driver, etc. Parents will be asked to take personal responsibility for their child's transportation needs if they wish to continue services here.

Please discuss with your child that if they are given candy or other edible items, that we do not allow food in the van.

Please remember that sometimes we are held up or a little later than usual to pick children up because of circumstance beyond our control. Example, construction, traffic getting in and out of the schools, and children not being where they should be when they should be, and please know that their safety is always important to us and we do everything we can to get your children to and from school on time.

Sometimes it may be necessary to transport your child in a personally owned vehicle. Such instances may be van breakdowns, bad weather days, etc.

The public schools **DO NOT** notify us of ANY school schedule changes (i.e. early out, parent teacher conferences, field trips, etc). It is the responsibility of the PARENT to notify us of such schedule changes.

We will transport if there are schedule changes, which involve an entire school. We will **not transport** schedule changes, which only involve individual classrooms (i.e. evacuation drills, field trips, etc.).

Our responsibility ends when we drop the students off at school and resumes again when we pick them up. We **DO NOT** deliver children to individual classrooms, nor do we go directly to a classroom to pick them up. **It is the responsibility of the student to get into class on time, and behave in an acceptable manner while waiting for the van to arrive.** We are not liable for any activities that take place outside our vans.

Parent/Guardian Name

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Parent/Guardian Signature

Date