

Dear Parents and Guardians,

During the 2011-2012 school year, the NCS Board of Education reviewed the district's transportation policy. Listed below you will find a copy of this policy regarding transportation of students. This section is found in the Board of Education Policy Manual, section #5730. Copies of the policy can be accessed on the school website and in the Elementary and High school offices.

Transportation Other -Than-Student's Residence

A public or private school student in grades UPK through sixth (6th) may be picked up and/or dropped off at a day care location (baby-sitter) anywhere within the Naples Central School District with the following requirements:

- a. Parents and/or legal guardians must allow up to at least one (1) week and wait for confirmation from the school district before permitting the student(s) to get picked up or dropped off from any address other than his/her residence.*
- b. Pick up and drop off must be consistent at the same address on a per week basis. NO EXCEPTIONS. Each daycare address may be different on a daily basis, but must be consistent for each day of subsequent weeks.*
- c. The A.M. and P.M. address may be different as long as it is consistent on a weekly basis.*
- d. No new stops will be added. Students will be required to be picked up and dropped off at the nearest established stop.*
- e. No new bus route will be established if the addition of that bus route will result in an additional expense to be incurred by the District.*
- f. Requests for daycare transportation will be accepted only on a space available basis.*

Transportation will be provided to students who are enrolled in a New York State Licensed day care center and/or cared for by a parent approved Day Care provider that is located in the Naples Central School District.

Transportation for Extra-Curricular

Emergency situations shall be handled through respective building principals. The school district is prohibited from transporting students to after school organizations such as Scouts, 4-H, dancing class, music lessons, ski centers or other such activities. Requests of this nature are not "emergencies" and will not be honored by the school district. It is the responsibility of the parent or guardian to provide transportation to and from these non-school related activities.

This letter is to inform you that Naples Central School will be fully implementing the Board of Education Policy beginning September 1, 2012. By informing you of the new policy changes now, you will have ample time to make any necessary adjustments to your child's after school care and transportation needs.

Below are some questions we have been asked with answers to follow. It is our hope that these answers will foster an understanding of why the policy will be fully implemented.

Why is my child's bus change time consuming and a potential problem? When your transportation request is received the secretaries must stop what they are doing and make the change immediately to ensure your child gets on the right bus. They contact your child's homeroom teacher interrupting their instructional time and the staff member who is responsible for daily bus notes. If this is a last minute request, the secretary would also contact the transportation department who would then radio both drivers (the previously scheduled and newly scheduled) of the change to ensure your child gets on the proper bus. When children board the bus at the end of the day they like to let off steam and so the bus can become a loud and hectic place. A student who does not regularly ride the bus can be easily missed, or perhaps they do not get on the bus for various reasons (they left early for an appointment, went home sick, stayed after school, etc.) When the driver does a final head count and realizes that the student did not get on the bus, they must radio the building secretary to find out where he/she is. The secretary has to find the homeroom teacher, who is either outside at bus lineup, or somewhere in the school, but most often not in their room during dismissal. A search of the building hallways and classrooms as well as all other buses must be performed to try and locate the student. Meanwhile the buses cannot leave because the student has not been located. The snowball effect then takes over- all buses are now late getting their students home. Parents and guardians begin calling the school and transportation department expressing concern over the bus delay, which in some cases, has made them late for a previously scheduled appointment.

Why is a student bus change a safety concern? If a student is not a regularly scheduled rider, he/she may not know where they are going. Our veteran drivers know their routes thoroughly and would not have a problem finding the additional stop in most cases. In some instances, the unscheduled rider will sit quietly looking out the window because they are shy and may not realize that the driver just went by their stop. The driver is concentrating on his regular route stops, cannot see the unscheduled child and has forgotten to let him off. Perhaps the driver remembers the unscheduled stop after he goes by and now has to turn around, putting the entire bus and passengers in a potentially risky situation. Subsequently, the remaining children are even later getting to their home. Perhaps the unscheduled student falls asleep and the driver forgets he is on because he cannot see him sleeping. The child has missed his stop and is taken back to school. When the driver does his final check, he finds the student and has to drive an extra trip to get the student to where he needs to be. If a new substitute happens to be driving, the regular

bus stops and route are confusing enough without adding unscheduled stops and students to an already chaotic situation.

Is it really that disruptive to daily instruction? Yes, and this is why: We have had teachers taking up to five (5) phone calls per day to make changes to bus runs. This means that the students' instruction is interrupted five (5) times while the teacher documents the information and makes the necessary follow-up calls.

We thank you in advance for your cooperation in helping the district enforce the Naples Central School District Board of Education Transportation Policy. The scenarios presented are intended to shed light on the necessity of enforcing this policy so student safety may be maintained and sustained at all times. Please do not hesitate to contact the school should you have any further questions or concerns. Thank you!

Sincerely,

Naples Central School District Staff