

Bus Procedure Form
John Lyman School
2011-2012
DATTCO 349-8479 / BASREP 349-1819

Bus drivers operate at all times with the safety of the students in mind. Occasionally, when a bus arrives at a scheduled stop at the end of the day, a parent or adult is not present. This creates a difficult and confusing situation for the driver and sometimes the parent who may be running late. A parent or other designated adult **must** be present when a student is dropped off at his/her stop. Drivers are instructed **never** to leave a *kindergarten, first or second* grade child at a bus stop unless a parent or other designated adult is present.

If your child is enrolled in AM kindergarten he/she will be returned to John Lyman School. PM kindergartners, first and second grade students will be brought to the Before & After School Recreation Enrichment Program (BASREP) at Korn School.

Please sign and return the bottom portion of this form by Tuesday, September 6, 2011.

Thank you,

Karen M. Brimecombe
Principal

Please detach the bottom portion and return. Keep the top portion for your information

John Lyman School – Bus Procedure Form
Kindergarten, First & Second Grades
2011-2012

I have read the bus procedure outlined above and I am aware that if I am not at my child's bus stop, the driver will take the following action: **(Please check one)**

_____ My **AM** kindergartner will be returned to John Lyman School.

_____ My **PM kindergartner, first or second** grader will be brought to BASREP at Korn School, where I will pick him/her up, as soon as possible. I also understand that if my child is brought to BASREP more than once, I will be required to register my child in the program, and pay all applicable fees. The program's phone number is 349-1819.

Should you arrive late to the bus stop or your home, and your child is not there, please call DATTCO Bus at 349-8479 to determine if your child is on the way to Korn. If your child has been taken to Korn, please call the after school program (349-1819) to let the staff know when you will pick up your child. The program closes promptly at 6:00 P.M.

I will call John Lyman School or BASREP to verify that my child is there and I will pick my child up as soon as possible.

Child's Name _____ Grade _____

Parent's Name _____

Parent Signature _____ Phone _____

Teacher's Name _____

***PLEASE COMPLETE AND RETURN THE ATTACHED BASREP INFORMATION FORM.