

# KILLINGLY PUBLIC SCHOOLS



*Great Things Happen Here!*

Dear Parents and Guardians,

After a successful first month of school, I just wanted to take a moment to remind families about a few key things so that we can continue to have a safe and successful year together. Please see the guidelines below. Thank you in advance for your help.

Best, JB Transportation Supervisor – Killingly Public Schools

- **Please have your child waiting at the bus stop ten minutes prior** to their scheduled pick-up time. **Students must be outside, visible, and ready to board the bus at the bus stop when the bus arrives.** The drivers will continue the route if they do not see a student outside waiting for the bus and do not have time to return to stops. To keep our students' ride time to the one-hour guideline it is imperative that we all work together to keep our buses on time for all families. Please contact dispatch @ 860-779-6790 if your child has missed the bus and you are not able to get your child into school.
- **Please note that we utilize Route Numbers.** The assigned route number signs will be posted by the door on the side of the bus.
- **Parents and/or Guardians are REQUIRED** to be present at pick up and drop off for students attending **Pre-K through 3rd Grade**. If you plan on having someone pick up your student, **that person needs to be on the approved list of people on your student's power school file**. We will not release your student to anyone other than the authorized persons on your student's file. It is also helpful when it is going to be someone out of the ordinary to email the transportation supervisor ahead of time to alert staff who should be receiving your child.
- If you are not present when the bus arrives with your student (Pre-K through 3rd Grade), the bus will continue their assigned route while the transportation office attempts to contact the student's family. If contact is made with the family the bus will return to the students' assigned stop when they have completed their route. **If the transportation office staff cannot contact the students' guardians or parents, the bus will return the student to the school in which they attend.**
- Students in Grades 4 through 12 will be allowed to get off the bus without a parent present. If you would not like your student to be let off the bus without an adult present, please email the transportation supervisor to make such arrangements.