BRENTWOOD SCHOOL

East Campus Transportation

Key Points

- Take the bus as frequently as possible.
- Student-driven carpools must have a student driver plus three Brentwood School East Campus students (a complete carpool).
- Parent-driven carpools must have at least three East Campus students.
- If a carpool (parent or student-driven) is incomplete, students should take the bus.
- Drop off or pick up in the surrounding neighborhood (including Brentwood Village, Veterans Barrington Park, and the Post Office) **is strictly forbidden** at any time of day.
- You may not park or wait in the Veteran parking lot for any school-related reason.
- Students must use only the northernmost crosswalk at Barrington Place and Chayote if walking onto campus; do not cross the school's driveway.
- Rideshare services (Uber, Lyft, etc.) may not enter campus.
- Parents/guardians are required to submit a Transportation Plan form indicating how your child will be arriving at and leaving from school. This form is available in the Resources section of Eagle Eye, by clicking the transportation button. Transportation policies are also available at bwscampus.com/transportation.

These policies are in place to maintain safety, minimize neighborhood impact, and uphold our agreement with the city.

Brentwood School is in a residential community, and we care about being good neighbors. We have committed, through our Conditional Use Permit (CUP) and agreements with neighbors, to dramatically decrease traffic. To achieve this, we rely on every household to reduce trips to both campuses, primarily by taking the bus.

To demonstrate compliance, we are required to monitor the number of vehicles entering campus between 7:30 and 9 a.m. and between 3 and 7 p.m. An automated unit continuously counts cars for compliance with the vehicle limits; there are escalating penalties for violations. We expect all families to use the options available to help us to comply, and to model our Core Values by respecting our rules.

Explicitly Prohibited in our CUP: You may not drop off or pick up in the surrounding neighborhood (including Brentwood Village, Veterans Barrington Park, and the Post Office) at any time of day. Also prohibited: parking/waiting in the Veteran parking lot for any school-related reason.

Preferred Mode of Transportation: Bus. And it's free.

At least 40% of Brentwood students need to ride the bus every day. Think of it as a convenience: you can spend less time in traffic and customize a bus plan to accommodate both routine schedules and special activities. And you can change a route for shifting activities, appointments, play dates, etc. There is no fee for either daily or occasional use, but you must include bus ridership on your transportation plan. Special Tip: Rather than fighting traffic to campus for student pick-up/drop-off, consider identifying a stop at least two miles from campus as your pick-up/drop-off point.

New bus company: To contain costs, ensure safety and service, and offer improved technology, Brentwood School selected a new bus company, Mission School Transportation, to begin in the 2025-26 school year. Bus stops remain the same but some have shifted to a different route, and route numbers have changed.

Bus Routes: Sign your student up to ride the bus in the morning and/or afternoon, using the bus stop most convenient for you. **Note: Express stops** are the closest stops to East Campus on each route: if your child is not part of a complete carpool, please drop off or pick up at an express stop.

7 - Westchester/El Segundo Express stop: Mesmer and Teale
8 - Playa Vista/Mar Vista Express stop: Beloit near Albata
9 - Pacific Palisades/Riveria/Brentwood Express stop: Sunset and Saltair
10 - LA/Rancho Park Express stop: Pico and Motor
11 - Westwood/Holmby Hills Express stop: Holmby Park
12 - Hancock Park/Beverly Hills Express stop: Sunset and Beverly
13 – Valley Express stop: Sepulveda and Moraga
14 - Santa Monica Express stop: Brentwood Country Mart

Students should arrive at their stop at least five minutes before the estimated departure time; the bus will not wait. Students who miss the bus may proceed to the next stop on the route or find alternate transportation to school. The bus is an extension of the school, and as such, bus rules are posted in each vehicle. Violations could result in penalties ranging from a warning, to loss of bus privileges, to removal from the Brentwood School Community.

We will update routes and schedules after we receive all families' transportation plans. Routes and bus stops are subject to change based on participation.

Carpools
We must carefully monitor the number of cars entering and exiting the campus each day between 7:30 a.m. and 9 a.m. and between 3 p.m. and 7 p.m. to comply with our Covenant and our Conditional Use Permit. Brentwood School faces significant, escalating fines if the car count exceeds our designated cap and independent audits may occur randomly, without warning to us.

Students entering campus via car between the hours of 7:30 and 9 a.m., and departing between 3 and 7 p.m., must be part of a complete carpool, whether driven by a parent/guardian or a student. In the afternoon, we recommend picking up after 3:30 p.m. if possible to aid with traffic flow.

If for any reason a carpool rider or driver will not be present, it is the primary driver's responsibility to get their remaining carpool to school before 7:30 a.m., find a replacement to complete the carpool, or make sure the riders take the bus.

For incomplete parent-driven carpools, we encourage the driver to drop students at the most convenient express bus stop (see above).

Search by zip code in our online directory in Eagle Eye to find potential carpool riders. Please contact our Transportation Department at (310) 889-2705 or mobility@bwscampus.com if you need assistance creating a carpool.

The Breakfast Club: We offer FREE breakfast vouchers to all fully compliant student- and parent/guardian-driven carpools that enter the East Campus by 7:25 a.m. Every student in the car will receive a voucher to be used in the Middle or Upper School cafeteria that morning for breakfast.

Student-Driven Carpools, A Privilege

Driving or riding in a carpool is a responsibility and not a right. All students who choose to carpool agree to accept the responsibility that comes with it. East Campus student parking permits are issued only to senior and junior carpool drivers who have an unrestricted license (this means they have been licensed for one full year) and a complete (student driver plus three (3) Brentwood School East Campus students), registered carpool.Students who do not start the year fully licensed, but qualify to drive a carpool during the school year, may apply for a parking permit 30 days before they become fully licensed, assuming they can fulfill the carpool requirement. Applications may be obtained from the Welcome Center, and a permit will be issued if space allows.

If for any reason the driver is absent and there is not a designated substitute driver, the riders must take the bus. A student who agrees to be a carpool leader is agreeing to lead the carpool throughout the entire academic year, even if they have free periods in the morning.

Parking spaces belong to the carpool and not to the individual student driver/s. We highly recommend that each carpool have at least one alternate, fully licensed driver. There is a parking fee of $750 (per carpool) to park on campus. We strongly suggest each rider pay $250 to the driver.

Students must not park, drop off, or pick up in the surrounding neighborhood, including Brentwood Village, Veterans Barrington Park, and the Post Office, at any time of day. Also prohibited: parking/waiting in the Veteran parking lot for any school-related reason.

To Apply for an On-Campus Parking Permit:

1. Coordinate a carpool using the Parent/Guardian Directory in Eagle Eye and form your carpool.
2. Submit the Student Driver section of the East Campus Transportation Plan online.
3. Upload the following onto the Transportation Form or email documents to mobility
4. @bwscampus.com.
    1. Copy of student driver's license
    2. Copy of current car insurance
    3. Copy of current car registration
    4. Permission letters from three or more carpool passengers. (Carpool passengers filling out their plan will suffice as a permission letter.)

Mid-Year Applications: Students who are not eligible for a parking permit before the start of the school year but who become eligible during the school year may apply for a parking permit two weeks prior to becoming eligible (generally, just before the one-year anniversary of the issuance of their first driver's license), only if they have a complete carpool. Permits are not guaranteed and will be issued on a first-come, first-served basis if space allows and if the student driver will be carrying at least three (3) other Brentwood School East Campus students to and from school for the remainder of the school year.

Please note:

- Parking spaces are assigned in the order the permit request is received.
- Student drivers are issued parking permits only upon demonstrating proof of a complete carpool and if all supporting documents have been submitted.
- It is the responsibility of the carpool driver to transport their riders to and from school daily.
- If the driver is sick and there is no designated substitute driver, the riders must take the bus.
- If a carpool rider will not be present, it is the student driver's responsibility to get their remaining carpool to school before 7:30 a.m., find a replacement to complete the carpool, or have all riders take the bus. If the missing rider WILL NOT be coming to campus later that day, or is already on campus for an early practice/rehearsal, the incomplete carpool may enter and park in the upper lot.
- There are not enough parking spaces to accommodate all student drivers who have permits. Student parking is available in both the lower lot and the upper lot.
- Student drivers who get their complete carpool to school before 7:25 a.m. receive vouchers for a free breakfast through the "Breakfast Club."
- Once the Public Safety Department has received the maximum number of student parking applications for the spaces available, students will automatically be waitlisted. Late applications are only considered if spaces become available.

Please understand that the school risks financial penalties if it does not abide by Conditional Use Permit rules. Students who drive onto campus without a permit, disregard the directions of Public Safety personnel, fail to park in the designated area, drive recklessly, stop or park in the emergency/traffic lane, or fail to follow the directions of school employees risk losing their parking privileges and receiving other sanctions, including detention, internal suspension, and even expulsion from school.

Parent/Guardian-Driven Carpools

We recommend bus ridership and consider carpooling a responsibility, not a right. A complete parent/guardian driven carpool consists of a minimum of three (3) East Campus students in the morning and in the afternoon.

Parents/guardians arriving on campus without a complete carpool, for any reason, must arrive before 7:30 a.m. If that is impossible, the riders must take the bus.

In the afternoon, parent/guardian drivers may pick up at least three (3) Brentwood East Campus students or pick up fewer students at a convenient bus stop.

Strictly prohibited: Students may not be dropped off or picked up curbside on Barrington Place or along any of the nearby streets between San Vicente Blvd. and Sunset Blvd., including at Brentwood Village, the dog park, Post Office, the Brentwood Village (VA) parking lot, or Barrington Rec Center — this is expressly prohibited in our CUP and neighborhood agreements.

The Brentwood School Public Safety Department will monitor carpools during morning drop-off.

Parents/guardians are expected to model our Core Values. Those who park in the emergency lane, drop off/pick up curbside or in the traffic lane, cut through the Brentwood Village (VA) parking lot, drive recklessly, fail to follow the directions of the parking monitors, or are disrespectful are subject to consequences ranging from verbal or written warnings to, in the most extreme cases, removal from the community. These rules will be strictly enforced. Nothing damages our relationship with the neighbors and the City of Los Angeles more than transportation violations.

Please note: Rideshare services (Uber, Lyft, etc.) are not allowed to enter the Brentwood School campus. Students using a rideshare service must be 18 years of age (Uber) or 17 years of age (Lyft) unless accompanied by a parent/guardian.

Walking & Biking

Walking or biking to school lowers the traffic around the campus, in addition to the many physical, emotional, and environmental benefits. To find a walking/biking companion who lives near you, consult our online directory in Eagle Eye.

If a student walks off of or onto campus, whether walking to/from school or purchasing something from a local shop, they **must use the northernmost crosswalk at Barrington Place and Chayote** (near Kreation). **Pedestrians may never cross the driveway.**

Walking Safety Tips

1. Walk on sidewalks and in crosswalks whenever possible
2. Look left, then right, then left again, before you step into the street
3. Be careful of blind spots around cars, trucks, and buses when walking near or around them; always assume the driver does not know you are there.
4. Use caution when crossing intersections and streets; you may think vehicles will stop for you, but they may not see you and may not be able to stop in time.
5. Before entering the street, make eye contact with any drivers stopped at the corner.
6. Make yourself visible.

Biking Safety Tips

1. Helmets are required by law for any bicyclist under 18 and recommended for all ages.
2. Bicycle riders must obey all stop signs, traffic signals, and other traffic signs.
3. Always ride with traffic.
4. Always remember to give pedestrians the right of way.
5. Be visible, alert, and communicate your intentions.
6. Review the CA Vehicle Code regarding the operation of bicycles.

Request for Extreme Hardship Exceptions: We understand that in rare instances a family may have unusual difficulties that make an exception to our transportation rules necessary. Please contact our Transportation Department at (310) 889-2705 or mobility@bwscampus.com to discuss options. If you need to apply for an extreme hardship exception, please submit the Transportation Extreme Hardship Exception Form. Please note that not all requests are approved and there are very few spaces available for exceptions.

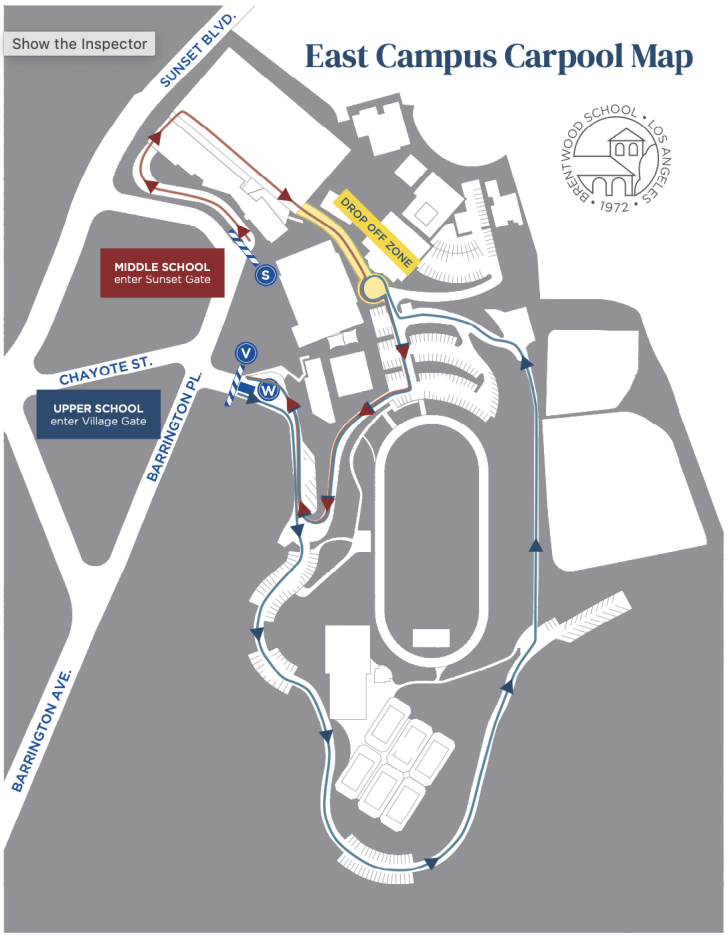
Public Transportation: Brentwood School can be reached via Big Blue Bus Route 15, which connects to LA Metro's Expo Line at the Expo/Bundy Station (on Exposition Blvd. and Bundy Dr.). The closest stop to Brentwood School is at the end of the line, on Barrington Place and Chayote Street. Brentwood School can also be reached by taking LA Metro Bus Route 602 on Sunset Blvd. from PCH to Westwood. The closest Line 602 stop to campus is at the corner of Sunset Blvd. and Barrington Ave. Reduced fare youth passes are available.

Handicapped Parking: We have limited handicapped parking available. To be considered for a handicapped space, the student must already hold a Brentwood-issued on-campus parking permit and have a state DMV-issued handicapped placard, to be prominently displayed in the student's car at all times OR present a doctor's note describing the nature of the illness or injury and related treatment in detail, including approval for the student to operate a motor vehicle while under the doctor's care, as well as the recommended time period for the need for handicapped parking.

Students who meet the above criteria must call or visit the Welcome Center to arrange for on-campus handicapped parking. A parent/guardian signature is required on the Handicapped Parking Request Form, available at the Welcome Center. While we strive to do our best to accommodate student drivers (with Brentwood School permits) who have temporary special parking needs, it may not always be possible.

Consequences for Non-Compliance: Brentwood School recognizes that compliance with our transportation requirements takes thoughtful planning on the part of all members of our community. It is only with the full cooperation of all school community members that we are able to achieve our goals. Please note that repeated violations by either parent/guardian or students will lead to consequences that range from verbal and written warnings and detentions to meetings with the Honor Board and/or members of the school's administration. Disciplinary actions may be noted in the student record and, In the most egregious cases, future enrollment in the school may be in jeopardy.

East Campus Drop-Off and Pick-Up Route



Questions?

For general transportation information, contact:
Garvey Sims and Diamond Howell-Chisholm
mobility@bwscampus.com