

## 2021 – 2022 School Year

Dear Non-Public School Parent:

We would like to take this opportunity to communicate the procedures that Pennridge School District Transportation follows regarding transportation of non-public school students.

Pennridge School District has implemented transportation for kindergarten students. We will ONLY provide busing one-way. You will need to inform your school if you would like busing from home in the morning or busing to home at the end of the day. The middle of the day busing will be the responsibility of the parent. **If a student attends an ALL DAY kindergarten program we will only bus the child one-way, there will be NO exceptions.**

The following guidelines are used in selecting bus stops:

1. Bus stops will not be assigned closer than three hundred (300) feet apart.
2. On roads with low traffic usage or on roads with sidewalks, bus stops will be implemented at a safe location. Bus stops will be centrally located to the residence of students assigned to the stop.
3. On roads with little or no shoulder and high traffic usage, bus stops may be assigned at the home. Consideration will be given to the age of the student (i.e. secondary students may have a short walk to a bus stop on such a road while an elementary school student would be picked up and dropped off at the house, if possible).
4. Bus stops are not assigned in cul-de-sacs, small residential circles or loops, dead-end streets or other similar areas.
5. Bus stops will be standardized for both public and private schools using the same bus stop for both whenever possible.
6. Additional information can be found on the Pennridge School District website: [www.pennridge.org](http://www.pennridge.org).

**Students are encouraged to have emergency numbers on their person. Cell phone numbers, parent work numbers, babysitter number, etc. are necessary in case of an emergency. Please make sure that your non-public school updates all home and emergency phone numbers with Pennridge School District. We find when trying to contact parents/guardians about bus issues or emergency situations, that many times these phone numbers are no longer current.**

**If a stop is not used for 2 weeks it will be removed from the run and your student(s) will be assigned to the closest available stop. Occasional riders will need to use the closest available stop to which they are assigned to make the runs more cost efficient. The bus stop may only be reinstated if it will be consistently used and we're notified in writing via email or mail. If a bus stop needs to be reinstated, 3 days will be needed to make necessary changes to the current route. This includes notifying the driver of the change, parents if necessary, what the new bus stop times will be and then implementation of the run.**

If you call to cancel the morning bus, please let us know if the afternoon bus will also be needed. Many times we go to a private school in the afternoon only to find that there are no children to transport home. Other utilization of the bus may be possible if no students need transportation from the school on any given day. We appreciate your cooperation in this matter. Please note that many parents are supplying us with this information and it is appreciated.

New busing assignments or changes are normally made within three (3) working days after receiving all pertinent information.

Requests for exceptions to the guidelines will be addressed on an individual basis.

Total time for students from home to school or school to home will be limited as much as possible to one (1) hour within the district boundaries. For students attending schools outside of the district, the riding time limit is extended past the one (1) hour limit according to the driving time needed to get to/from the school from the district boundary.

If the Pennridge School District is on a two (2) hour delay, all public/non public transportation is on that same delay. If the school district deems weather conditions a safety issue during the school day, non-public schools will be notified to release their student's for early transportation home.

WEATHER MATRIX

Pennridge Schedule	Other Schools Schedule	Transportation Service
Closed	Open	None
Delayed Start	Regular	Delayed Start
Early Dismissal	Regular	Early Dismissal
*****Regular Times	Delayed Start	None
Regular Times	Early Dismissal	Transportation will advise

*When Pennridge School District is closed due to weather conditions, transportation will not be provided to non-public schools.*

*Below are the national holidays the Pennridge School District is closed. Busing would normally not be provided.*

*National Holidays for current school year are:*

<i>July 4 (observed on the 5<sup>th</sup>)</i>	<i>Independence Day</i>
<i>September 6</i>	<i>Labor Day</i>
<i>October 11</i>	<i>Columbus Day</i>
<i>November 25</i>	<i>Thanksgiving Day</i>
<i>December 25 (observed on the 24<sup>th</sup>)</i>	<i>Christmas Day</i>
<i>January 17</i>	<i>Martin Luther King Day</i>
<i>February 21</i>	<i>President's Day</i>
<i>May 30</i>	<i>Memorial Day</i>

*Below are additional holidays that Pennridge School District will be closed. According to Section 1361 of the Public School Code, states that variances between public and non-public calendars should be reduced by school officials to a reasonable minimum. We encourage all non-public school officials to coordinate their days off in conjunction with our districts calendar.*

*Additional Holidays are:*

<i>November 26</i>	<i>Black Friday</i>
<i>December 24, 27 - 31</i>	<i>Christmas Break</i>
<i>April 15</i>	<i>Good Friday</i>

**When Pennridge School District is closed due to staff in-service days (please refer to the calendar on the Pennridge School District website) notification for delayed openings or school closure will not be posted on Channel 69 News or any other media by the Pennridge School District.**

**Your school administrator will be informed by an automated phone call, informing them what Pennridge School Districts recommendation will be for that day. Should your schools administrator want to contact the television/radio stations to post their particular schools status that would be up to their discretion. Your school should have a plan in place to address this type of situation.**

Students residing outside the Pennridge School District **will not be transported** on Pennridge School District buses due to insurance regulations. This means non-residential students cannot ride Pennridge School District buses, for play dates, projects, etc.

If you have any comments or concerns and need to contact the Pennridge School District Transportation Department the number is (215) 453-2725 or you can email us at [transport@pennridge.org](mailto:transport@pennridge.org)

We thank you in advance for your cooperation and wish you a good school year.

Sincerely,

Pennridge Transportation Department