

Scituate Public Schools
606 Chief Justice Cushing Hwy.
Scituate, MA 02066



Transportation Office
Phone: (781) 545-8759 X-23300
Fax: (781) 545-6291
buses@scit.org

May 2020

Dear Parents/Guardians of Scituate Public School Kindergarten Students:

Scituate Public Schools offers a fee-based transportation program for our students. **The transportation fee is \$240 per student, with a family cap of \$460.** For students who wish to participate in the transportation program, an application is attached. Below is information critical to reserving a seat for your child or children for the 2020-2021 school year.

DEADLINE FOR APPLICATIONS: In order to ensure that your child receives their bus pass before the start of the school year, **applications must be received and payment must be made in full (including any past due balance) no later than June 30, 2020.** Applications and payment must be mailed to the Transportation Office: 606 Chief Justice Cushing Highway, Scituate, MA 02066 and must be postmarked on or before June 30th. Applications and/or payment received after June 30th will be handled on a first come, first served basis. Please understand that routes and staffing will be established based on enrollment as of June 30th. We cannot guarantee receipt of bus passes if payment and application are received after this date. Bus passes will be mailed to your home address before the start of school. **No student will be allowed to board the bus without a valid 2020-21 bus pass unless previous arrangements have been made through the Transportation Office.**

<i>Applications/pmt. received by June 30th:</i>	<i>Applications/pmt. Received after June 30th:</i>
Individual: \$240 Family: \$460	Individual: \$265 Family: \$485

BEYOND 2 MILE STATUS: Scituate Public Schools provides free transportation to elementary students who live beyond two miles from school. Enclosed please find the updated list of streets in the “fee zone” and “no fee zone”. Please review the list as there have been changes made from the previous year’s list. ***Please note:*** Parents/guardians of students in grades 7-12 must pay the transportation fee, regardless of their distance from the school. ***ALL STUDENTS who wish to participate in the transportation program MUST COMPLETE AN APPLICATION, regardless if you live in a fee or no fee zone. Passes will no longer be automatically generated for students in a no fee zone.***

TRANSPORTATION FEE WAIVER: Based upon maximum income thresholds, you may qualify for a transportation fee waiver. Please see attached transportation fee waiver guidelines. In order to apply for a fee waiver, you must provide a copy of your 2019 Federal Tax Return Form 1040. Requests for a transportation fee waiver must be received no later than June 30, 2020. Please mail your application for transportation with your 2019 Federal Tax Return directly to the Transportation Office at: Scituate Public Schools, 606 Chief Justice Cushing Highway, Scituate, MA 02066.

BUS PASSES: All students must have their pass with them daily. No student will be allowed to board a bus without a valid bus pass. It is the responsibility of the student to have their bus pass at all times. Replacement passes will be issued for lost passes. There will be a \$10 fee to issue a replacement bus pass.

BUS ROUTES: Bus routes will be posted on the Scituate Schools website at: www.scituate.k12.ma.us prior to the start of school. Students should be at their bus stop 10-15 minutes before the bus arrives. Please be aware that the safety of our students is our top priority and all group stops will be implemented with this in mind.

BUS STOPS: Full-Day Kindergarten: Students attending the full-day kindergarten program will board the bus at the group stop with other neighborhood elementary students (provided there is one in your neighborhood). In the afternoon, full-day kindergarten students will be dropped off at the same group bus stop. It is school policy to return children to their school should an adult not be present to meet Kindergarten students. If the school is closed, the child will be brought to the Superintendent's Office/Central Office located at 606 C.J. Cushing Highway, Entrance D8 (across from Skate Park). **Half-Day Kindergarten:** Kindergarten students attending the half-day morning session will board the bus at a group stop with the other neighborhood elementary students (provided there is one in your neighborhood). If a half-day PM Kindergarten session becomes necessary, students attending the half-day afternoon session will be dropped off at the same group stop. Mid-day door to door service is available to any kindergarten student who resides on a street that the bus/van currently drives down. If the bus/van does not go down your street, mid-day students must be met or brought to the bus stop/van by an adult. ALL half-day kindergarten students from mid-day routes must be met as they leave the bus by an adult. Failure to meet your child's bus/van will result in your child being returned to school.

PAYMENTS: Please complete the transportation application and mail it with payment IN FULL no later than June 30, 2020. Checks should be made payable to *Town of Scituate*. Payments may also be submitted online via electronic payment from your checking account or via MasterCard or Discover with a convenience fee charged for a single student or a family plan. Convenience fees are shared by the credit card company and Unibank; no additional funds will be allocated to Scituate Public Schools. You can access the online electronic payment option through the Scituate Public Schools website at www.scituate.k12.ma.us.

Should you have students in both elementary and secondary schools, it is necessary for you to complete only **one** application. Please mail your application directly to the Transportation Office at: Scituate Public Schools, 606 Chief Justice Cushing Highway, Scituate, MA 02066.

SAFETY: The safety of your children is our utmost concern. We ask that all students follow the bus driver's instructions and remain seated at all times with their backpacks on their laps or placed at their feet. We ask for your assistance in reviewing proper bus behavior with your children prior to the start of the school year. Riding privileges may be revoked if your student behaves inappropriately. Please note that refunds will not be provided to students suspended from riding the bus due to inappropriate behavior.

The bus drivers and transportation staff look forward to a safe and successful year. We appreciate your assistance and cooperation in our efforts to provide transportation for your child.

*Transportation Office
Scituate Public Schools*

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