

# *Girls Inc of Worcester*

## **Bus Policy**

All children must be checked on and off the bus at each stop.

If your child is getting off at a stop and expected to walk home from that stop, then we will need a note from parent/guardian giving permission for your child to walk.

- If the parents are more than 5 minutes late, the child will be taken to Winthrop House. It is not possible for the bus to wait at the stop more than a few minutes as it often times holds up traffic.
- If you know that you are running late, contact camp and make arrangements to come to camp to pick up your child or let us know you are going to pick them up at Winthrop House.
- Sometimes we run late on our part due to unforeseeable circumstances. Please be patient and do not panic! Do not leave the bus stop because inevitably that is when the bus pulls up and you are not there. You may call camp and or one of the facilities to find out about the status of the bus.
- When your child gets off the bus, you are required to sign them out with the bus monitor.
- Any child staying extended day at the facilities will be walked into the building and you must go in and sign them out.
- There will be a staff person waiting outside with your child but after 10 minutes they will be instructed to bring your child into the building and you will be charged a late fee of \$15.00 per 15 minutes.
- Children taking the bus should arrive no more than 10 minutes in advance of departure. If they need to get there earlier, then they should be signed up for extended day.

\*\*We ask that all parents notify camp if their child is not going to attend. It is especially important for those children who ride the bus. Children will be checked on and off the bus. Parents must sign them off the bus at the end of the day.