

Dear YPDC Parents,

Hello my name is Mike Cashman and I am the Young People's Day Camp Transportation Director. I am going to give you some important information in this memo with regards to bus procedures for camp. There will also be important ridership rules here that all campers should know and follow as we will use bussing for all our trips as well as for those who travel to camp and home by bus.

Again this year we will be using The Guardian Bus Company for our bus services. If your child takes the bus to camp and or home here are a few important messages and items to know to help ensure safe and timely pick-ups and drop offs.

IMPORTANT MORNING PICK-UP INFORMATION

- All bus drivers will do practice runs at the end of the week before camp starts and prior to each week of camp to familiarize themselves with their routes. The driver should be leaving an approximate pick-up and drop-off time for you. They usually leave a memo in your mailbox if you are not home.
- Please note that all times are approximate times and parents should have their child ready 15 minutes before their scheduled pick-up time and also be prepared to wait up to 30 minutes after before contacting me. With traffic conditions uncertain the arrival time is not always perfect. Please be patient.
- Also note that there are other buses picking up children for other camps that are out on the road. Our buses say **GUARDIAN BUS COMPANY** on the side and will have a **YPDC** sign posted in the window.
- Remember your child's safety rests in the hands of the bus driver and It's a good idea to try and meet the driver on the first day of camp if possible.
- If you have any issues you may contact **Josh Federico at Guardian Bus Co. at 516-723-3287 Dial 0, Mike Cashman at 631-682-1275.**

IMPORTANT AFTERNOON DROP-OFF INFORMATION

- In the afternoon we try to get the buses rolling between 3:45 and 4:00.
- Bus routes in the afternoon are generally done in the reverse order of the Pick-Ups in the morning. Last pick-up in the morning will usually be the first drop-off in the afternoon and the first the last.
- Again be patient with the estimated time of drop-off due to the possibility of heavy traffic, construction etc.

If you need to cancel a pick-up or drop-off for any reason please contact me Mike Cashman at 631-682-1275 or Josh Federico at Guardian Bus Co. at 516-723-3287 Dial 0.

All parents please review the following with your child:

YPDC BUS SAFETY AND RIDERSHIP RULES

- Respect the bus driver at all times.
- Respect other children at all times.
- Do not put your hands on other children.
- NO loud noise, yelling or screaming. Normal conversation is acceptable.
- Be ready 15 minutes before your approximate pick-up time.
- Children **MUST** remain in their seats at all times. Moving around the bus is prohibited.
- Seat belts should be worn at all times.
- There shall be no eating or drinking on the bus.
- Smoking is prohibited on the bus.
- Items should not be passed or thrown on the bus or out of the windows of the bus.
- Do not distract other drivers by waving or making obscene gestures.
- Remember to take all of your personal belongings.

Following these rules and procedures will ensure the best possible bus experience for our campers and keep everyone safe.

Thank you for your attention

**Mike Cashman
YPDC Transportation Director**