

Transportation Services Policy

UCHRA Van Buren County Head Start recognizes that many parents/guardians need transportation for their child to school, and we make every effort to provide this service to as many children as we can. Since we are located in rural community where people are isolated within the county, the costs of transportation is high. Head Start simply cannot continually have the time constraint and expense of running the bus route to homes when the children are excessively absent, and therefore has adopted a new policy concerning transportation. During Orientation (Phase In) parent or guardian will sign the transportation form which states the transportation policy concerning absenteeism.

In the event of absenteeism:

1. Bus service can be cancelled by parent/guardian but must be called into the **center** **only** 24 hours prior or someone will be the Center by 6:30am. Calls will NOT be accepted after 7am as bus will be on route and this will be considered an absence towards termination of services.
2. When child is absent three days, bus services will be terminated until the child returns to Head Start.
3. The parent/guardian will be responsible for transporting the child the first day back and make arrangements to resume bus transportation.
4. If child continues to be absent and has received three terminations, transportation on the Head Start bus will be terminated for the remainder of the school year.
5. When a child turns 4 years of age, they are eligible to ride the county school bus. The child will be met at the Spencer Elementary school by a Head Start teacher and will ride a county bus to Head Start.
6. Termination of Head Start bus service to and from home does not terminate a child from riding the bus on field trips or other outings. Your child will still be able to ride the bus on these excursions.

Transportation Services Form

I understand that if my child misses three days of school, the Head Start bus transportation will be cancelled until my child returns to school. I will have to transport my child on his/her first day back and make arrangements for Head Start transportation to resume.

After three such cancellations, Head Start bus transportation will be terminated for the remainder of the school year and it will be my responsibility to transport my child to school.

Children whose transportation services are terminated will still be able to ride the bus on school sanctioned field trips.

Child's Name

Parent/Guardian Signature

Date