

COURTESY BUS LETTER

August 2019

Dear Parents:

We hope that you're having a good summer. I am writing to advise you of the procedures that must be followed in order to purchase a bus pass for your child for the 2018-2019 school year. Students who live within established walking distances are not eligible to ride the bus. However, these students, on a space available basis, upon payment of a fee, and with the provision that there be no change in bus routes or stops may receive transportation to and from Central Middle School.

Due to individual bus enrollment, we may not be able to accommodate every family interested in obtaining a courtesy bus pass.

Students **not** eligible to ride the bus may be able to purchase a bus pass on a **first come, first serve** basis beginning on September 16th at 7:30 a.m. in the Main Office at Central Middle School. The number of courtesy passes available will be based on the actual ridership of each bus on each route. The following condition must be met in order to be eligible for this service.

- ◆ Please check the bus route for 2019-2020 school year as some have changed.
- ◆ There must be sufficient seats on that bus route.
- ◆ The form on the reverse side of this letter must be completed and returned with a check for \$230.00 made payable to the Town of Greenwich.
- ◆ A parent must present the application and the check to our Main Office; we will not accept applications sent through the mail or from your child.
- ◆ There are no late buses on Wednesdays; therefore, if a bus is full, paid bus pass holders may not be accommodated on Wednesdays.
- ◆ Bus privileges may be revoked and a pro-rated portion of the fee refunded if additional students who are eligible for free transportation move into the District.
- ◆ The fee for a courtesy bus pass will be waived for families eligible for the Free and Reduced Lunch program.

We hope this information is helpful to you in planning to meet your child's transportation needs for the upcoming school year. If you have any questions or concerns regarding the content of this letter, please do not hesitate to contact me. Additional information is also available in the school system's Transportation Procedure (E-051.4) which can be found on the website www.greenwichschools.org. A new on-line system for reporting school bus issues is also available on the website.

Sincerely,

Thomas C. Healy,
Principal

**GREENWICH PUBLIC SCHOOLS
REQUEST FOR COURTSEY BUS TRANSPORTATION**

Name of Student: _____

Address: _____

Telephone: _____

Parent Email: _____

Name of School: Central Middle **Grade:** _____

Bus Number: _____ **Bus Stop:** _____

Signature: Parent/Guardian _____ **Date:** _____

**Check payable to Town of Greenwich in the amount of \$230.00
per student is enclosed.**

Return to Main office beginning (September 16th, 2019)