

We have always taken special consideration for kindergartners on school buses. Please review the procedures below:

- All kindergarten students have assigned seats in the front of the bus.
- No kindergarten student will be allowed off of the bus unless a parent, guardian, or other authorized individual is **at the door of the bus** to retrieve them.
- In order for an individual to be allowed to remove a kindergartener off of the bus, they must be in the school's information system as a parent or emergency contact. Otherwise, something **must be submitted** to the transportation office in writing by the parent authorizing another individual to remove their student from the bus.
- The exception to the above rule is that siblings 6th grade or older may retrieve a kindergartner from the bus. However, if a parent wishes for their kindergartner to get off the bus with an older elementary school student on the same bus, **permission must be submitted in writing** to the transportation office.
- If no authorized individuals are at the bus stop to retrieve the Kindergartner, the transportation office will attempt to contact the parent. If contact cannot be made in a timely manner, the school bus will transport the student to Discovery Elementary's after-school program and the parent or guardian will have to pick them up from there.

If you have questions, please contact the Transportation Department at 636-695-8604 or email written requests to Transportation@ofr5.com.