

Cherry Hill Public Schools

# Transportation Information



Cherry Hill Public Schools  
Transportation Department  
45 Ranoldo Terrace  
Cherry Hill, New Jersey 08034  
(856) 489-5851

# Cherry Hill Public Schools Transportation Department

## About Us

The Cherry Hill School District's Transportation Department works with contracted bus companies to provide safe and efficient transportation of all eligible Cherry Hill students to and from schools and school activities.

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Transportation Hotline: (856) 761-1092

Is the bus on its way? Should you drive your children to school? After the first two weeks of school, your pickup and drop-off times should be predictable. If the wait becomes extreme, you can get quick updates regarding transportation delays by calling the district's Transportation Hotline at (856) 761-1092. The Transportation Staff will post messages regarding any breakdowns, traffic delays, or other unusual circumstances.



## A Message to Parents

Each day, the Cherry Hill School District transports approximately 8,000 of our community's school children. The safety and security of our riders is our number one priority!

We are also committed to providing transportation services as consistently and efficiently as possible. Parents can assist us by remembering the following:

**Be prompt.** Your child should be ready for pick up five (5) minutes prior to the scheduled pick up time. Please allow extra time for those last-minute hugs before the bus arrives. Think of the delays that would occur if the bus were required to wait for each child on the route! Once a school bus is moving, it is not permitted to stop for the boarding of any child between bus stops or after departing from the school.

**Be patient.** Please allow for some fluctuation in pickup and drop-off times, particularly during the first two weeks of school. A number of factors are involved: Our bus drivers wait a little longer at each bus stop to accommodate students who are unfamiliar with the location ... Many parents have questions and speak individually with the drivers ... Other drivers on the road must adjust to having our buses in the traffic stream. Remember, too, that throughout the school year, bus schedules may be affected by inclement weather, road construction, or use of a substitute bus driver.

**Be present.** Kindergarten morning session (9-11:30 AM) is picked up at their neighborhood bus stop location, and then dropped off at their home at midday. A parent/guardian/older sibling



must be present to receive the child; otherwise, the child will be returned to his/her school. Buses **do not** enter dead ends, cul de sacs, courts or gated communities.

**Kindergarten afternoon session (1-3:30 PM)** is picked up at their home. Afternoon kindergartners are dropped off at their neighborhood bus stop location at day's end.

A parent/guardian/older sibling must be present to receive the child. Buses **do not** enter dead ends, cul de sacs, courts or gated communities.

Kindergarten students will be seated in the front of the bus.

**Be prepared for changes.** Following the initial adjustment period, notification about any changes in bus routes or pickup time will be provided in a memo distributed by the bus driver. Changes are possible throughout the school year as a result of student additions, withdrawals, overflow students, open enrollment students, or address changes.

## Transportation Eligibility Guidelines

School districts in New Jersey are required to provide transportation to students who live beyond certain mileage guidelines as indicated below. The Cherry Hill Board of Education has established its own mileage guidelines which are less restrictive than the state's guidelines:

	<u>Cherry Hill</u>	<u>State</u>
K-5	1.0 miles	2.0 miles
6-8	1.5 miles	2.0 miles
9-12	2.0 miles	2.5 miles

Because our district is crisscrossed by numerous busy streets and highways, the Board of Education has also established "hazardous routes" criteria. The Board provides transportation services to students who, while not eligible under Cherry Hill's mileage guidelines, would otherwise have to traverse hazardous roads to and from Our schools. This is referred to as "hazardous/courtesy busing" because the state does not recognize hazardous routes as a criterion for providing transportation and does not reimburse the district for the transportation of these students. The cost is borne by the local taxpayers.

The district transports more than 80 percent of its students; more that 65 percent of transported students are courtesy riders under the hazardous route criteria.

Transportation is also provided for certain students with special needs as defined in federal law.

For more details on eligibility for transportation see Board of Education Policy 3541, Pupil Transportation (available on the district website at [www.chclc.org](http://www.chclc.org)).



## Bus Safety Rules

Parents: Please review these simple bus safety rules with your children. Remind them to observe these simple rules on the school bus and at the bus stop to stay safe.

**Always** be on time at the bus stop. Arrive five minutes prior to the scheduled pickup time.

**Always** stand back from the curb, at least three feet from the road.

**Always** walk to and from the bus. There's no need to run.

**Always** wait on the curb until the bus has stopped. Watch for the red flashing lights with the stop sign extended and cross only when all traffic has stopped. Look left, right, and left again before crossing to board the bus.

**Always** wait your turn to get on or off the bus. There's no need to push and shove.

**Always** take one step at a time as you get on or off the bus. Take extra care if your shoes are wet or snowy.

**Always** use handrails to get on and off the bus.

**Always** proceed to your seat and buckle your seat belt.

**Always** stay in your seat unless the driver tells you otherwise.

**Always** keep the aisle in the bus clear.

**Always** talk quietly to the people sitting around you. Use indoor voices while on the bus.

**Always** obey the driver. His or her job is to look out for your safety.



**Always** stay in your seat during the bus ride. When you get to your bus stop, remain seated until the bus comes to a complete stop.

**Always** take at least 10 giant steps before turning when you get off the bus. This is so the driver can see you.

**Always** wait for the driver's OK before crossing the street.

**Always** cross the street in front of the bus - at least 10 feet in front of the bus. This is so that the driver can see you.

**Never** go behind the bus to cross the street.

**Never** crawl underneath a school bus. If you drop something, tell the driver. He or she will tell you what to do.

**Never** open or close the windows without the driver's permission.

**Never** extend hands, arms, heads, or objects out of the bus windows.

**Never** tamper with safety devices or damage the interior or exterior of the bus.

**Never** bring animals of any kind onto the bus.

**Never** eat or drink on the bus. Eating and drinking present a choking hazard.

**Never** speak to strangers at the bus stop or on your way to or from the bus stop. Never get into a car with a stranger. If a stranger approaches you, get away and tell a trusted adult.

**Never** bring large musical instruments on the bus. Instruments must fit on your lap.

In case of emergency...remain in your seat and the driver will provide instructions.

**Safety Is No Accident!**



## Information Parents Should Know.....

### School Bus Safety

- School buses are the safest form of highway transportation.
- The most dangerous part of the school bus ride is getting on and off the bus.
- The loading and unloading area is called the “Danger Zone.” The “Danger Zone” extends ten feet on all sides of the bus and is the area where children are in the most danger of not being seen by the driver.

### Bus Drivers

- Each school bus driver must provide to our district:
  - ◇ Up-to-date Commercial Driver’s License (CDL)
  - ◇ Compliance letter with driver’s current criminal history (background check and fingerprint records)
  - ◇ Current drug and alcohol testing certification
  - ◇ Results of current physical
  - ◇ Mantoux test results

### Buses

- The Cherry Hill School District does not own or maintain its own fleet of buses. Transportation services were privatized in 1995 and are currently contracted out to a number of bus companies.
- All of the buses used in our district are equipped with seat belts, stop arms, crossing arms, and two-way radios. Our regular buses have a 54-student capacity.
- New Jersey requires that school buses undergo state inspections two times per year. New Jersey has one of the most rigorous school bus inspection processes in the country. For more information, visit the state’s Motor Vehicle Commission website ([www.nj.gov/mvc#](http://www.nj.gov/mvc#)); click on the School Bus Safety link on the left side of the page.
- Cherry Hill’s contract specifications state that providers cannot use a bus that is more than seven years old. (New Jersey allows buses to be on the road up to 15 years, provided they pass inspections.)

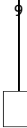




- In accordance with New Jersey requirements, certain items, including brake lines, linings, and components, must be inspected and maintained at least once every three months, every 3,000 miles, or as set forth in the manufacturer's specifications, whichever comes first.
- All of our bus companies require their drivers to conduct daily, pre-trip checks and to log the results of those checks.

### Bus Routes and Bus Stops

- Transportation letters will be mailed home approx. 2 weeks before the opening of school. This letter will indicate the route #, bus stop, pick up/drop off time.
- Bus routes are established with designated stops. The routes are designed so that buses will travel the roads safely, transporting our many eligible riders in a timely and efficient manner.
- Buses operate only on roads that are properly maintained and considered safe and appropriate for school bus travel.
- The district will not establish school bus stops which require backing up the bus (due to limited visibility), nor in areas with extremely narrow streets, steep grades, Dead-end streets, cul-de-sacs, or any other area which may present a safety hazard to students.
- Bus stops are designated at locations within a reasonable walking distance of students' homes. Every effort is made to establish stops in safe and convenient locations. Safety is always our top priority.
- Bus stops for secondary students are established at "hub" locations to improve transportation efficiency. Students may have to walk some distance to the designated stop.
- Bus routes are not established for the purpose of picking up students from or delivering them to their individual residences, except in the case of kindergarten students or certain special needs students.
- Bus drivers do not have the authority to change bus stops.



Please do not ask a bus driver to stop at your home or request any other changes to the route. Requests for any changes should be directed to the Transportation Department. Be sure to include all relevant information (child's name, address, grade, phone number, reason for request). No changes will be made during the first three weeks of school!

- Students should ride only the school bus to which they are assigned.
- No student will be permitted to leave a bus at a point other than the school or the student's designated bus stop, unless prior arrangements have been made through the school.

### Late Runs

Our middle and high schools have late buses to provide transportation following after-school extracurricular and athletic activities. These buses are considered "Courtesy only" and have no designated routes. Students are transported to a drop-off point on a perimeter street of their neighborhood. As the student boards the bus, he or she should inform the driver of the neighborhood in which he or she resides.

### Lost and Found Items

If your student leaves an object on the bus, the driver will keep the article up front until it is claimed the following day.

### Medication

Students should not bring medication onto the bus where it could be left, lost, or taken by another child. All medication should be delivered directly to the school nurse by parents.

### Discipline

The bus driver is in full charge of the bus at all times and is responsible for maintaining order. Disciplinary infractions will be reported in writing to the school Principal who will determine the appropriate disciplinary action.



### Change of Address

If you change your address, please notify the district Registration Department at (856) 429-5600. Registration will forward the information to the Transportation Department. Allow at least 48 hours before contacting the school about your child's new bus stop. Be advised that the district cannot accommodate temporary address changes (e.g., if the child is staying with grandparents while the parents are away).

### Reminders for Parents of Classified Students Who Receive Special Education Transportation

- Parents are responsible for assisting the classified student from the house to the school van in the morning.
- The school van will wait only three (3) minutes after arrival at the designated stop before continuing on with the route. Please have students ready for pick up five (5) minutes before the scheduled pick up time.
- At the end of the school day, parent/guardian is responsible for meeting the van and assisting the student from the van to the house. If the parent is unable to meet the van and has not made prior arrangements with the Transportation Department to have a responsible person receive the student at the designated drop-off point, the driver will take the student back to the school where the parent will be required to pick up the student.
- The Transportation Department cannot accommodate requests to pick up and drop off students at different locations on different days. Parents must specify a single pickup location and a single drop-off location.
- If your classified student is ill and will not be attending school, please notify the school and the transportation department. Please indicate your student's name, address, school, and, if possible, route number.
- Please make sure that your child's emergency contact cards are complete and up to date.





## More Questions?

Contact the  
Cherry Hill Public Schools  
Transportation Department  
45 Ranoldo Terrace  
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(856) 489-5851

## Transportation Hotline:

(856) 761-1092

Call to hear recorded messages regarding any  
breakdowns, traffic delays, or other unusual  
transportation circumstances.