

school or elementary school. Bus drivers will manage the behavior of their riders. Students who disobey the drivers will be referred to the vice principals when necessary.

17. Parents of elementary age students must be present at the designated drop off time and location. If a parent is not present, the students will be returned to the Main Office of the school and parents will be called for pick-up.
18. All PHS Students are required to show both their PHS ID and bus pass to board any transportation services.

School Bus Routes

Cranbury School

Rick Bus Inc. provides transportation for students on Cranbury School Bus Routes numbers 1, 2, 3, & 4.

Princeton High School

Rick Bus Inc. provides transportation for Princeton High School Routes 1, 2, 3, 4, and 5.

Activities (Late) Buses - Subscription Busing

The late bus service is offered on a subscription basis. Letters regarding this service were sent home in July. If you did not receive information or have questions regarding the subscription service, information is available on the district's website or contact the district's Board of Education Office at 609-395-1700 or email Heather Salter at hsalter@cranburyschool.org.

The service will include two late buses leaving Princeton High School daily – one at approximately 5:30 PM and one at approximately 6:30 PM. Both buses will only stop at Old Trenton Road and Jefferson; S. Main Street and Cranbury Neck Road; N. Main Street and Schoolhouse Lane and N. Main Street and Bunker Hill Drive. During the fall and spring seasons, the districts will also operate a late bus leaving daily at 5:45 PM. Students should inform their teachers, advisors, or coaches of their need to catch the late bus.

Special Education

Parents of special education students who require transportation to schools outside of the district are informed individually. The Transportation Coordinator receives information for special

transportation from the Child Study Team and makes the necessary arrangements.

Aid-In-Lieu of Transportation

Parents of students attending private or parochial schools are eligible to receive aid for transportation of their children to private or parochial school. The amount is fixed by the Department of Education. Parents complete a Private/Parochial school transportation form prior to September or at the time they enroll their children in private or parochial school. Contact the Board of Education Office for details. Should the District provide transportation through a joint agreement with another district, parents of those students will forfeit their aid to finance the cost.

Emergency Closings

When Cranbury School is closed or opening is delayed due to emergencies or inclement weather, details will be announced via a telephone message and email from the School Messenger system. You can also check the school's website at, www.cranburyschool.org, go to the parents tab, then click the transportation page. Both the Cranbury School and the Princeton High School websites are a great resource for important transportation information. Please visit these websites often.

Also, this information can be accessed via our phone message center, (609) 395-1700, press 7 and listen to the prompts. These announcements are usually made between 6:00 and 7:00 AM. Be advised that whenever Cranbury School is closed, buses servicing all students will not be in service.

Delayed Opening of School

In the event of a delayed opening of school due to weather conditions, the Cranbury School will open at 10:25 AM - TWO (2) HOURS LATER THAN USUAL. ALL CRANBURY SCHOOL STUDENTS WILL BE PICKED UP TWO (2) HOURS LATER THAN USUAL. The morning CRANBUDDIES Program will be CANCELLED; the afternoon program will operate on a regular schedule. PRINCETON HIGH SCHOOL students will be picked up ninety (90) minutes later than usual when Cranbury School has a delayed opening.

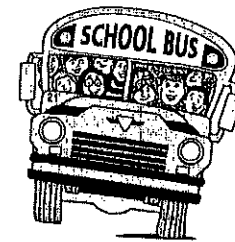
Transportation Issues or Concerns

Parents are encouraged to contact the Board of Education Office with any transportation issues or concerns related to transportation.

CRANBURY TOWNSHIP SCHOOL DISTRICT

Board of Education Offices
23 A North Main Street
Cranbury, NJ 08512

Transportation Services Guide 2018-2019 School Year



Mrs. Nicole Petrone,
Business Administrator
609-395-1700 Ext. 223
Office Hours: 8:00 AM- 4:00 PM
School Hours: 8:30 AM -- 3:15 PM

Transportation Coordinator

Mrs. Heather Salter

Important Phone Numbers

Cranbury School
609-395-1700
Rick Bus Inc.
609-392-7550

Cranbury Township School District

September 2018

Dear Parents/Guardians,

The purpose of this brochure is to provide parents and students with information about the transportation services offered by our school district. The Cranbury Township Board of Education provides transportation services for Cranbury Township public school students who attend Cranbury School, Princeton High School, Middlesex County Vocational Schools, and for special education students who attend schools outside of the district.

Included in this brochure is a listing of basic transportation services, procedures and regulations that guide the operation of our transportation program. These procedures and regulations are in accordance with New Jersey State Board of Education Rules and Regulations and Cranbury Board of Education Policies relevant to transportation. These policies contribute to the safe and efficient operation of our school district's transportation system.

If you have any questions about the information contained in this brochure, or should you have any questions about transportation, please feel free to contact Mrs. Nicole Petrone, Business Administrator, who coordinates transportation services. **As a reminder, our school hours are 8:30 AM – 3:15 PM.**

Best wishes to you and your child for a safe and successful school year.

Sincerely,
Susan L. Genco, Ed. D.
Chief School Administrator/Principal

General Information

The Cranbury Township Board of Education provides transportation services for all Cranbury Township School students who reside two or more miles from school. Those students who live less than two miles from school may also be transported to school if their walking route is determined to be unsafe.

In addition to providing direct transportation services to students, the Board of Education also provides transportation reimbursement to parents of students who attend private or parochial school, according to NJ State laws and regulations. This practice is known as Aid-in-Lieu of Transportation Service. The financial reimbursement is determined by the State Department of Education. Since Cranbury Township School District owns only two school buses, the Board of Education hires privately owned school bus companies to transport most students.

The Board determines the conditions of the contract with regard to bus routes, bus stops, and bus schedules. Bus companies must also comply with all New Jersey Department of Education Rules and Regulations that govern transportation services. In addition to assuring the district that the school buses meet safety standards and bus drivers are properly licensed, the contractor must also certify that the drivers have cleared a New Jersey Department of Education Criminal Background Check.

As you read through this brochure, you will learn more specific information about the operation of the transportation services that are provided by Cranbury Township School District.

General Bus Guidelines

1. Quiet talking is permitted. Loud talking and shouting are not permitted.
2. Throwing objects is not permitted.

3. Consumption of food and beverages is not permitted. **Many students have food allergies and can suffer an immediate, life-threatening reaction within close proximity to food allergens.**
4. **Students must be seated and fastened in seat belts at all times.** They should face the front of the bus and not leave their seats until the bus comes to a complete stop.
5. When leaving the bus, students should proceed immediately away from the bus.
6. Students should never retrieve paper or objects that have fallen on the ground near the bus.
7. Students who cross in front of the bus should walk ten feet in front of the bus and **LOOK** at the driver for a signal to proceed.
8. Pushing and shoving are not permitted.
9. While waiting for the bus, students must remain off the roadway and must not run toward the bus as it approaches.
10. Students should be courteous to the driver and to each other at all times.
11. Bus evacuation drills will be conducted twice annually.
12. Parents will be informed, in writing, of their children's bus route number, stop location, and time of pick-up. Students are to be at assigned stops 10 minutes prior to the assigned time. The driver will not wait for students to arrive at the bus stop.
13. **Students may not change bus stops or buses under any circumstances.**
14. Bus service is provided for only those students who are listed on the school bus roster.
15. Due to many of the buses being used to capacity, there is no room to transport large duffle bags, gym bags that cannot be held in the student's lap, or athletic equipment. Materials cannot be stowed in the aisle of the bus.
16. Students who violate safety procedures may be suspended from riding the school bus by the administrators of the high