

Cranbury School District
Princeton High School Transportation Procedures

Effective Tuesday, February 20th, 2018

The following procedures have been designed to ensure student safety and security to the maximum extent.

Students will be asked to show their Princeton High School issued student ID to the bus driver. If a student has lost their student ID they must obtain a new ID in the Princeton High School guidance office.

Students will be issued a colored bus pass identifying the school year, bus number and student name.

Students will only be allowed to ride on their assigned bus and will only be permitted on at their assigned stop. This will be strictly enforced by Dapper bus drivers.

Arrival to School:

- When boarding the assigned school bus at the student's assigned stop, all students must show their bus pass and student ID.
- The bus driver will match the bus pass to the student ID and the student will be allowed to board the bus. If the student has lost their pass, they will be permitted to show their student ID and the driver will match the ID to the bus roster.
- If the bus driver notes that a student has not had their bus pass for 5 days they must report this to the Cranbury School Business Office (hsalter@cranburyschool.org).
- If the student does not have either the bus pass or their student ID they will not be permitted to ride the bus.

Departure from School:

- When boarding the assigned school bus at the high school, all students must show their bus pass and student ID.
- The bus driver will match the bus pass to the ID and all the student will be allowed to Board the bus. If the student has lost their pass, they will be allowed to show their ID and the driver will match the ID to the bus roster.
- If the bus driver notes that a student has not had their bus pass for 5 days they must report this to the Cranbury School Business Office (hsalter@cranburyschool.org).
- If the student does not have either the bus pass or their student ID they will not be permitted to ride the bus.

Late Bus:

- When boarding the late school bus at the high school, all students must show their bus pass and student ID.
- The bus driver will match the bus pass to the ID and all the student will be allowed to Board the bus.
- Students will also be required to sign in on the approved late bus student list next to their name. If the student has lost their pass, they will be allowed to show their ID and the driver will match the ID to the bus roster.

- If the bus driver notes that a student has not had their bus pass for 5 days they must report this to the Cranbury School Business Office (hsalter@cranburyschool.org).
- If the student does not have either the bus pass or their student ID they will not be permitted to ride the bus.

Frequently Asked Questions (FAQs):

What if I lost my bus pass?

The student should immediately contact hsalter@cranburyschool.org to arrange pick up of a new bus pass. If the bus driver notes that a student has not had their bus pass for 5 days they should report this to the Cranbury School Business Office (hsalter@cranburyschool.org).

What if I lost my student ID?

If a student has lost their student ID they must obtain a new ID in the Princeton High School guidance office.

What happens if there are only four buses at dismissal?

If there are only four buses at dismissal students should show their bus pass and student ID to board any of the Cranbury buses. The driver will ensure that stops are made at every student's assigned bus stop.

What should new students or ninth graders who have not yet received a student ID do?

New students or ninth graders who have not yet received a student ID should use their bus pass to board the bus. The bus driver will match their bus pass to the bus roster. Ninth graders receive their student IDs in mid-October. New students generally receive their ID from the Princeton High School Guidance office during their first week of school.

When will I receive my bus pass?

Bus passes for the 2017-18 school year will be sent home over the next week. Going forward, bus passes will be sent to each student's home annually in August prior to the start of the school year. Students who enroll mid year will obtain their bus pass after registration via mail. If you do not receive your bus pass within a week of your student's start date please contact hsalter@cranburyschool.org. If a student moves during the school year they must contact hsalter@cranburyschool.org to obtain a new pass.