



# LAMERS

The Passenger Professionals<sup>SM</sup>

www.golamers.com



Dear Parent or Guardian:

Your home address may qualify you for bus service. If your home address qualifies for bus service, you should receive information regarding bus stop location, times, & route assignments 3-5 days prior to the start of school. A representative from Lamers will be available during all K-6 picture/registration days to help answer any questions regarding school transportation. Please remember that the bussing schedule will not be available at the K-6 picture/registration days.

If you need to have your child(ren) picked up or dropped off at a location other than home, or multiple homes, please fill out the attached request for alternate pick up/drop off form for each child and return it to Lamers Bus Lines by **August 19, 2011**. If your request qualifies according to Waunakee School Board policies, you should receive information regarding bus stop location, times, & route assignments 3-5 days prior to the start of school. Please note there may be fees that apply depending on your situation.

*Please be aware of the School Board policy regarding Alternate pick up and drop off transportation requests. These request forms are required in advance of the regular school year starting. If request forms are not received by the due date before the start of the school year, requests will not be honored for the first week of the school year. The reason for this policy is to increase the safety and security of the students who ride the bus by allowing ample time to schedule and finalize the routes before the school year begins.*

To help make your child's bus riding experience a positive one, please be sure to discuss the safety rules (reverse side) with them. Thank you for helping us to make this school year a successful one. If you have any questions please feel free to contact us at 608-850-5253.

Sincerely,

Lamers Bus Lines

**Green Bay**

407 South Point Rd.  
Green Bay, WI 54313  
(920) 496-3600  
1-800-236-1240  
Fax (920) 496-3611

**Cedar Grove**

420 East Union St.  
Cedar Grove, WI 53013  
(920) 668-8375  
1-800-236-1240  
FAX (920) 668-8553

**Fox Cities**

1825 Novak Dr.  
Menasha, WI 54952  
(920) 832-8800  
1-800-236-8850  
Fax (920) 832-8838

**Juneau**

548 S. Fairfield Ave.  
Juneau, WI 53039  
(920) 386-2200  
1-800-236-1240  
Fax (920) 386-2088

**La Crosse**

326 Sky Harbour Dr  
La Crosse, WI 54603  
(608) 781-8177  
1-800-932-7037  
Fax (608) 781-7628

**Waunakee**

217 Raemisch Road  
Waunakee, WI 53597  
(608) 850-5253  
1-877-598-5253  
Fax (608) 850-5699

**Wausau**

2415 Trailwood Ln.  
Rothschild, WI 54475  
(715) 241-7799  
1-800-261-6600  
Fax (715) 241-8866

**Wis. Rapids**

2611 W. Grand Ave.  
Wis. Rapids, WI 54495  
(715) 421-2400  
1-800-472-4868  
Fax (715) 423-3555

# Safety... Starts at Home

## A Reminder to Parents

As parents you are an important part of a total safety program for children who travel by school bus. Children need to learn to be safe pedestrians as they walk to and from the bus, as well as to be safe riders when they're on the bus. Here's how you can help.

## Getting Ready for School

Have your children put everything they carry in a backpack or schoolbag so that they won't drop things along the way.

Have them wear bright, contrasting colors, so that they will be more easily seen by drivers. Better still, attach a piece of High visibility fluorescent or retro reflective material to their back pack or clothing.

## Walking to the Bus Stop

Go to the bus stop with a young child and have older children walk in groups. There's safety in numbers because groups are easier for drivers to see.

Don't let pre-school children or pets go to the bus stop with your school child. They can be dangerous near traffic.

Practice good pedestrian behavior along the way:

- Walk on the sidewalk if there is one
- If there is no sidewalk, stay out of the street if at all possible
- If you must walk in the street, walk single file, face traffic and stay as close to the edge of the street as possible.
- Stop and look left, right, and left again if you must cross the street. Do the same thing at driveways and alleys. Exaggerate your head movements and "narrate" your actions so that your child knows you are looking left, right, and left again.

## Waiting at the Bus Stop

Don't let your child play running games or push and shove at the bus stop. It's too dangerous near traffic

Make sure your child stands at least **6 feet** (3 Giant steps) from the road while waiting for the school bus. The child will then be out of the way of traffic. Have younger children practice taking 3 giant steps to become familiar with what 6 feet means. Also, have older children estimate how far 6 feet is from various objects.

## Getting On & Off the Bus

Make children stay at least **6 feet** away from the bus until the driver says it is

OK to enter. Children will then be able to see the driver and the driver can see them.

If children must cross the street to the bus, remind them to wait for the driver to signal that it is safe to cross. They should cross the street **10 feet** (5 giant steps) in front of the bus, where the driver can see them and they can see the driver.

Warn children that, if they should drop something near the bus, they should **NEVER EVER** pick it up. Instead, they should tell the driver and follow the driver's instructions. If they bend over to pick up a dropped object, they might not be seen by the driver and could be injured if the driver pulls away from the stop.

Remind children to look to the right, before they exit the bus. Drivers in a hurry sometimes try to sneak by buses on the right.

Teach your child to secure loose drawstrings and other objects that may get caught in the handrail or door of the bus as they exit.

Give your child a note or follow your school's procedures if you wish the child to get off at a stop other than the one to which the child is assigned. The Driver isn't allowed to let a child off the bus at another stop without written permission.

**Waunakee Community School District  
2011-12 School Year  
REQUEST FOR ALTERNATE PICK UP/ DROP OFF**

Please see Page 2 for directions on completing this form and for information on fees.

CHILD'S INFORMATION (One child per form)			
Full Name	DOB	Sex	M    F
Grade Level 2011/12	School Building		
Parent/Guardian Name	Home Phone #		
Home Address	Work Phone #		
CHILD'S INFORMATION (If more than one home address)			
Parent/Guardian Name	Home Phone #		
Home Address	Work Phone #		
ALTERNATE PICK UP REQUEST (Before School)			
Days Requested (circle) M T W T F	Responsible Adult & Phone #:		
Address Requested			
ALTERNATE DROP OFF REQUEST (After School)			
Days Requested (circle) M T W T F	Responsible Adult & Phone #:		
Address Requested			
Parent/Guardian Signature:		Date:	
District Approval:		Date:	

**\*\*\*\*Important Policy for 2011\*\*\*\***

For safety reasons, pick-up or drop-off locations other than home must be requested in writing by parents/guardians via this district form. This request must be submitted to the bus contractor before the routes are finalized for the 2011-12 school year. Bus routes and pick-up/drop-off locations will not change during the first week of school. (September 1<sup>st</sup> -9<sup>th</sup>)

Requests received after the bus routes are finalized will be reviewed for consideration after the first week of school is finished.

Alternate Bus Requests for the 2011-12 school year - Due Friday, August 19, 2011  
Requests received between August 22<sup>nd</sup>, & September 9<sup>th</sup> will not begin until September 12<sup>th</sup>.

Please mail or fax request to: Lamers Bus Lines  
217 Raemisch Road  
Waunakee, WI 53597  
Phone: (608) 850-5253, 1-877-598-5253, Fax (608) 850-5699

**Waunakee Community School District  
2011-12 School Year  
REQUEST FOR ALTERNATE PICK UP/ DROP OFF**

**Directions:**

Please complete this form (One form per child) if you are requesting a pick up or drop off of your child(ren) other than your home address.

- 1. For safety reasons, only 2 pick up/drop off locations will be permitted (including home) and schedules must be consistent week to week. Varying schedules will not be permitted except in emergencies. Changes in schedule must be approved by the bus company.**
2. Childcare providers must be on established routes, and there will be no additional stops or overloading of buses for the purpose of transportation to childcare providers. If the bus fills with students whose homes are on the route, transportation to childcare providers will no longer be available.
3. Transportation fees apply to families when your home is not eligible for busing or when the childcare provider's location is not eligible for busing. Please see below for details.

**According to School Board Policy, fees may apply in the following situations:**

1. Your home is not eligible for transportation (within 1.0 mile of school for K-4 and within 1.75 miles for 5-12) and you are requesting daycare transportation to an eligible daycare provider.  
Example: You live .25 miles from Heritage Elementary School and are requesting transportation to a daycare provider in the Town of Westport.
2. Your home is not eligible or is eligible for transportation but you are requesting transportation to an ineligible daycare provider (licensed daycare provider with more than 17 students within 1.0 mile of school for K-4 and within 1.75 miles for 5-12).  
Example: You live .25 miles or 1.25 miles from Heritage Elementary School and are requesting transportation to an ineligible daycare provider with more than 17 students within the 1.0 mile limit.

The following fee schedule applies to these requests:

The following fee schedule applies to these requests:

\$125 per year per student- 1-way transportation or \$.69 per day  
\$250 per year per family – 1-way transportation or \$1.38 per day  
\$250 per year per student- 2-way transportation or \$1.38 per day  
\$500 per year per family – 2-way transportation or \$2.76 per day

Payment is pro-rated for requests less than a full-week.

**An invoice will be mailed home, from the Waunakee School District, if the fees are applicable.**

Please include payment made out to the Waunakee Community School District and mail to:

Waunakee Community School District  
Attn: Rebecca McDonough  
905 Bethel Circle  
Waunakee, WI 53597

Any questions can be directed to Rebecca McDonough at (608) 849-2491.