



Department of Transportation
2865 S. Three B's and K Road
Galena, OH 43021

August 2021

Dear Parents of Kindergarten and First Grade Students:

The Department of Transportation welcomes you to Olentangy Schools. We hope that your first experience with school transportation will be a pleasant one for both you and your student. Riding the school bus for the first time can be an exciting experience for a little one. In an effort to make this a positive experience, there are a few details that you should know.

First, please begin talking with your student(s) about riding the school bus. Impress upon them the importance of sitting in their seats, facing forward, and the safety issues involved. Students must give their full attention to the driver and follow instructions. Please familiarize yourself with the transportation sections of the student handbook and the safety requirements, then review them with your student(s).

Please be aware that Olentangy bus drivers expect a parent, older sibling or other adult to meet kindergarten and first grade students to be at the bus stop or otherwise visible to the driver. If these conditions are not met, a driver may be directed to return your child to school. If you prefer that your student is discharged from the bus each time the bus arrives in your absence, provide this in writing with your signature to the transportation office. Please make every effort to either be visible to the driver or have alternate arrangements made for your student upon the arrival of the bus.

Please make sure that all information on the Transportation Information Form that is included with your registration documents is completed. The form enables us to contact you or your emergency contact should a need arise. If your contact information or your student's pick-up or drop-off information changes, you will be required to complete a new transportation form. Transportation Information Forms may be obtained from the New Student Welcome Center (NSWC). The NSWC can be reached at 740.657.4030.

Please note: if you plan to transport your child on the first day of school and expect your child to ride the bus after school, please confirm the bus number, driver and stop location with your school or the transportation office. Bus information may be found in your child's PowerSchool account approximately one week prior to the start of school.

To assist our students with learning school bus safety rules, we will present our "Bus Safety Program" to all elementary students. It is an interactive presentation that is proven to be very beneficial to the young rider. Attached to this letter, please find information regarding the Designated Place of Safety at a bus stop. Please take a moment to review and discuss these procedures with your student(s), as safety is everyone's responsibility.

Again, the Department of Transportation welcomes you to Olentangy Local Schools! We look forward to providing transportation for your child in the 2021-2022 school year. Please feel free to contact us at any time with questions or concerns about our transportation service.

Sincerely,

Lori Carter-Evans
Director of Transportation

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District Web Site: www.olentangy.k12.oh.us