



CLINTON TOWNSHIP SCHOOL DISTRICT

128 Cokesbury Road, P.O. Box 6, Annandale, N.J. 08801
"Where Children Come First"

Dr. Johanna Ruberto, Interim Superintendent of Schools • (908) 236-6341 X 590 • jruberto@ctsdnj.org

August 21, 2020

Dear Parents:

Please review the following information regarding transportation for the 2020-21 school year. This is very important as there are several changes from previous years including the health requirements prior to boarding the bus.

TRANSPORTATION INFORMATION:

- **District Transportation Liaison:** Carmella Shaw 908.236.6341 x521 - cshaw@ctsdnj.org
 - Contact for any changes in address/phone number/email Routes and stops are based on this data. If it is incorrect, a child's stop will be incorrect.
 - If requesting a change in your stop or appealing a route, send your written request or appeal to cshaw@ctsdnj.org. **Please note in the subject line: APPEAL, Alternate Stop or Change of Address. September 1st is the deadline for changes and, the sooner, the better. No changes will be made after that date for the first day of school.**
- Clinton Township buses do not travel into all cul-de-sacs. Please check the [CTSD website](#) for additional information.
- **If you are using special in-district childcare/daycare arrangements, you must reapply each year.** The District cannot duplicate prior year arrangements. Please complete and submit the Application for Student Transportation [Request for In-District Childcare/Daycare Arrangements form](#). This form refers to **childcare arrangements only**.
- Final bus stop information will be emailed to parents **on or about August 25th**.
- Requests or questions made regarding transportation on a Friday may not be answered until Monday.

TRANSPORTATION RULES AND REGULATIONS

- **Respect and follow the driver's instructions**
- **Remain seated and buckled, facing forward in the assigned seat**
- **Keep hands, feet, and objects to yourself**
- **Be polite and talk quietly**
- **Use appropriate language**

PROCEDURES FOR HEALTH SCREENING

- Everyone **MUST** wear a mask.
- **"Prescreening"** for the entrance to the school is required. Additional information will be offered from the District.
- An adult must be present at drop off for children grades K-3. A [Bus Waiver Form](#) can be completed for grade 3.
- Bus will board from back to front and disembark front to back.

The Transportation Department is working to make busing a positive experience for all. We understand that everyone is busy, but please do not leave this to the last minute. All of this information can be found on our website. Please also review the school calendar and highlight early dismissals and holidays. It may seem like a simple thing, but buses often become delayed on early dismissal days when we are trying to find parents and emergency contacts. All bus rules can be found in the Student Handbook which will be distributed for the 2020-21 school year.

Sincerely,

Dr. Johanna S. Ruberto