

Dear Rockford Families,

Sometimes difficult situations present themselves and, while they create challenges, they also create opportunities to grow. The Governor's Return to School Roadmap has provided such an opportunity for us to increase safety measures to transport your children to and from school. The information shared with you today is in effect during Phases 4 and 5 of the MI Safe Start Plan.

### **Safety protocols**

The following are required in compliance with the Governor's Roadmap:

- ✓ Buses will be thoroughly cleaned and sanitized before and after all routes.
- ✓ The bus driver, staff, and all students in grades preK-12, if medically feasible, must wear facial coverings while on the bus and use the hand sanitizer provided as they enter.
- ✓ As a best practice, students will not be allowed to eat or chew gum on the bus, unless there is a medical reason to do so.

### **NEW- Bus Registration**

Parents, in order to meet these requirements and effectively plan our bus routes for the fall, we need your help. If your student will be riding the bus in the fall, please follow the attached link to [Family Access](#), and register them for a route. Registration will allow one route with the pick-up and drop-off points remaining the same. We understand this may create challenges for some families, however, this is necessary to comply with contact tracing guidelines. We appreciate your support and understanding for this new procedure.

- You must register your students for busing by Friday, August 7, 2020. This will allow enough time to design routes with adequate bus space, per the Governor's guidelines, for all who need transportation.
- Registrations received after route design (August 7) will be reviewed for availability of bus space. If there is no room on the route, there may be a delay of up to two weeks after school starts to place students on a route.
- Students will be placed on a bus and assigned a seat. They must remain in that seat and not move to another seat at any time while on the bus.
- Attendance will be taken on the routes. If a student has not ridden the bus for two weeks, we will contact you to discuss your student's situation and make changes as necessary. This will allow us to provide transportation for students who may be waiting for a seat.
- Your students may be assigned to one route only, and the pick-up and drop-off location must be the same. This eliminates the option for multiple pick-up and drop-off locations and is necessary to meet the contact tracing guidelines.
- You will be able to access your student's route information in Family Access starting August 10.

We look forward to seeing your children this fall, and we will continue to keep safety first as we encourage and support one another. Please feel free to reach out to the Transportation Department with any questions or concerns. Thank you.

Sincerely,

Matthew E Puett  
Rockford Public Schools  
Transportation Director