

Transportation Request

Participants Name: _____ Age: _____ Home Phone: _____

Home Address: _____

Parents Name: _____

Cell Phone: _____ Work Phone: _____

- I require A.M and P.M. transportation I DO NOT require transportation.
- I require A.M transportation only
- I require P.M transportation only
- I will drop off child at 8:30 a.m.

Will participant be attending Extended School Year (ESY)/FCPS Summer School (SS)? Yes No

Do you know the ESY/SS location they will be attending? Yes No

If YES, please provide location name: _____

If you do not currently know the site please contact Therapeutic Recreation Services with this information as soon as possible.

Participant Pick-up Information

Is the morning pick-up location different from the home address? Yes No

If YES, provide the care provider's name, phone number of residence, and address of where the child is to be picked up in the morning:

Name of responsible adult who will be with the child: _____ Phone: _____

Address: _____

Participant Drop-off Information

Is the return afternoon drop-off location different from the home address? Yes No

If YES, provide the care provider's name, phone number of residence, and address of where the child is to be returned in the afternoon.

Name of responsible adult who will be with the child: _____ Phone: _____

Address: _____

Additional Considerations

- 1) Does your child require a wheelchair lift? Yes No
- 2) Does your child have seizures Yes No
- 3) Will you be providing a car seat for your child Yes No
- 4) Any difficulties in getting your child on/off the bus Yes No
- 5) Child can be released unattended (i.e., without parental supervision) Yes No

Signature of Parent _____ Date _____

Please note:

- Pick-up location will be a neighborhood stop (special exceptions will be considered).
- The transportation ride may last up to 1½ hours one way and air conditioned buses are not always guaranteed.
- FCPS Transportation will notify you of the a.m. pick-up and the p.m. drop-off times no later than 2 days before the start of the program.

For Office Use Only

ESY/SS AM only PM only AM & PM No Transpo

Program: Adventure Explorers Leisure Volunteer **Age Group:** Elementary Teen/Young Adult

Lift vehicle? Yes/No _____ **Grid #** _____ **Tentative Placement Site:** _____

Weeks Enrolled for: All 6 1 2 3 4 5 6

TRS Contact Person: _____

Change Made: _____	Date: _____
Change Made: _____	Date: _____

Parent & TRS Camp Transportation Responsibilities for ESY/SS Students

ESY/SS Programs	Available Transportation from <u>TRS</u> Camp	What <u>YOU</u> are responsible for coordinating with child's ESY/SS
Elementary ESY July 9- Aug 2	<ul style="list-style-type: none"> AM & PM transportation weeks 1 & 6 ONLY PM transportation weeks 2-5 	<ul style="list-style-type: none"> AM transportation during ESY weeks After school drop-off from ESY site to TRS camp site
Secondary ESY July 9 – Aug 9	<ul style="list-style-type: none"> ONLY AM & PM transportation week 1 	<ul style="list-style-type: none"> AM & PM transportation during ESY weeks
Kilmer Center Summer School July 9 – Aug 2	<ul style="list-style-type: none"> AM & PM transportation weeks 1 & 6 ONLY PM transportation weeks 2-5 	<ul style="list-style-type: none"> AM transportation during summer school weeks After school drop-off from summer school site to TRS camp site
Key Center Summer School July 9 – Aug 2	<ul style="list-style-type: none"> AM & PM transportation weeks 1 & 6 ONLY PM transportation weeks 2-5 	<ul style="list-style-type: none"> AM transportation during summer school weeks After school drop-off from summer school site to TRS camp site

Important Transportation Information

If your child is planning on attending the Extended School Year (ESY) or Summer School (SS):

- You **MUST** let the TRS office know, as soon as you know, which site your child will be attending during ESY or SS.
- TRS is **NOT** responsible for arranging ESY or SS transportation. You must work that out with your child's school.
- Please see the above grid (reads left to right) to help identify and coordinate your child's summer transportation needs.

Parent/Caregiver Responsibilities:

- If a child is too small to benefit from a regular seat belt, parents are required to provide a car seat.
- Parents are responsible for putting their child on and off the bus when it arrives at the designated stop (Please be patient and flexible with the pick-up and drop-off times the first 2 weeks of camp)
- Drivers will call parents the weekend before camp begins to give them their estimated morning/afternoon pick-up and drop-off times as well as their pick-up and drop-off location.
- Due to the daily fluctuation in afternoon drop-off times parents are required to be at the designated stop to receive their child **by 3 p.m.**, unless they have given permission for their child to be released unattended (as indicated in question 5 on the transportation request form).
- Parents are responsible for placing a name tag on their child for the first three days of camp.
- FCPS Special Services transportation will not transport medication on buses. Parents must bring their child's medication directly to their Therapeutic Recreation Services (TRS) camp site.
- Parents must notify the Bus Driver or the TRS office (703-324-5532) as soon as possible if their child will not be attending for the day.
- Parents must notify the TRS office ASAP if there are any changes to their child's transportation request.
Changes can take up to 3 days to make!
- All changes must be received by June 6th for adequate transportation to be guaranteed for week 1 of camp.**

Please note:

- Pick-up location will be a neighborhood stop (special exceptions will be considered).
- The transportation ride may last up to 1½ hours one way and air conditioned buses are not always guaranteed.
- Any questions regarding transportation, please contact the TRS office (703-324-5532) not the FCPS transportation offices.