



**Admission**

Bus service is available to students enrolled at St. Joseph Catholic School, Ost who live in Colwich, Andale, and on Maple Grove Road. We are not allowed to stop at an intersection and load children. The State of Kansas does not allow us to back out of a driveway and turn around. If your home is directly on our bus route, we will pick up your children at your driveway. However, we do not have the flexibility to wait on students and cannot block traffic.

**Bus schedule**

Morning route: The bus will depart from the St. Joseph, Andale church parking lot at 7:25 a.m.

Afternoon route: The anticipated arrival time at St. Joseph, Andale church parking lot is approximately 3:50 p.m.

The bus is able to run when volunteers are able to drive. If we do not have volunteers, the bus will not run its route. The school office (&/or bus drivers) will communicate changes to the daily routes and schedules, as the changes are made known.

**Fees**

There is a one-time fee of \$25 per family, collected upon registering for this service. This fee, will help offset the cost of tags/taxes, insurance, and maintenance on the bus. Registered families will also receive a quarterly bill for fuel expenses, but only for the miles driven to and from Andale.

**Payment**

An invoice will be sent home via email, or with your child, each quarter. Each family will pay the same amount, regardless of how often the service is used. Payment is due within 10 days of the receipt of the invoice. If the account becomes overdue, your children may not be allowed to use this service until the account is current.

If at some point you feel this service is no longer beneficial to your family, please notify the drivers and Mrs. Spexarth, in the school office, as soon as possible!

**Conduct**

The following bus rules will be observed at all times:

1. Obey the driver
2. Observe classroom conduct
3. Keep voices at an inside level
4. Be courteous; no profane language
5. Do not eat or drink on bus
6. Nothing in the aisle (feet, coat, book bag, etc.)
7. Keep the bus clean
8. NO throwing anything inside the bus, or out the windows
9. Do not damage the bus or equipment
10. Remain seated, with your feet on the floor, while the bus is moving
11. Keep head, hands, and feet inside the bus
12. No fighting, pushing, shoving or horseplay
13. The bus driver is authorized to assign seats
14. Be courteous and do your part to ensure everyone has a safe bus ride

Consequences for not following bus rules: 1<sup>st</sup> offense - verbal warning given (and documented); 2<sup>nd</sup> offense - written warning given and it will need to be signed by a parent and returned to the bus driver; 3<sup>rd</sup> offense – parents will be notified that the student will no longer be able to ride the bus until a meeting is held with Fr. Dan, Mrs. Hohl, at least one parent, the student involved, and the driver(s), to discuss the issue and determine whether or not the family will need to make other transportation arrangements for the child.