

# Department of Transportation Shady Grove North Depot

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16651 Crabbs Branch Way  
Rockville, Maryland 20855 □  
301-670-8260 Fax: 301-670-8255



July 1, 2013

Dear Elementary School Parent:

Enclosed are route schedules for buses serving your child's school. Please note the appropriate time, location, and route number for your child. Students should be ready and waiting to board the bus five (5) minutes prior to its scheduled arrival time. Route numbers are displayed on each bus, in the side window. Students who live within 1.1 miles of the school may not be eligible for transportation services if safe walking routes are available. Questions should be referred to the transportation cluster supervisor who is responsible for your school.

Bus stops previously scheduled may have been eliminated or relocated to provide economies in operation. Every effort is made to minimize inconvenience to students and parents, and provide a reasonable level of service. Saving support budget dollars provides more resources for classrooms.

When bus stops are scheduled at intersections, students should stand safely away from traffic, within 150 feet of the stop. *Parents are responsible for maintaining discipline and safety at bus stops.* This may mean that parents will have to take an active role in monitoring behavior at stops, especially where younger students are present. In some cases, parents may need to escort their child to the stop and remain until the bus arrives. Students waiting for buses may choose to stand in carports and garages for protection from the elements. This is acceptable only if: (1) it does not alter the route; (2) it does not increase the number of stops; (3) it is acceptable to all parties involved; and, (4) it is reasonably close to the regular stop (so that a substitute bus operator, not familiar with special arrangements, may easily locate the students). Please note that bus operators are only authorized to stop at designated stops. Please do not request unauthorized stops. Montgomery County Public Schools realizes a substantial fuel savings by limiting the number of bus stops.

Students who wish to ride home on a friend's bus, or get off their own bus at a friend's stop must bring a note from their parent. Once approved and signed by the principal, the student should give this note to the operator of the bus they will be riding. This practice will normally be approved where space permits.

Inclement weather creates many hardships for us all. It is not possible to provide additional transportation during winter months or on rainy days, and for this reason, students should dress accordingly. In case buses are not able to reach designated stops due to snow and ice accumulation, parents are encouraged to make advance arrangements with bus operators so that students who live in these areas can board at alternate locations when necessary.

Appropriate student behavior is important to the safety and comfort of everyone. Parents are encouraged to discuss behavior with their children regularly to reinforce this message. It is important that all students follow the rules stated in "*Ride by the Rules.*" campaign. For more information on this, please visit <http://www.montgomeryschoolsmd.org/departments/transportation/> or ask your school for one of the "*Ride by the Rules*" pamphlets.

Student transportation can only operate effectively if we all do our part to make things work. Parental assistance and cooperation is needed to provide a safe transportation system for student riders.

Sincerely,

*Robin Claggett*

Robin Claggett  
Depot Manager

GRC:mvm

Enclosures