

PAUL'S BUS SERVICE
3561 W. KEMPER RD.
CINCINNATI, OHIO 45251
(513) 851-5089
TRANSPORTATION LETTER

Dear Parents,

If you are not eligible for Northwest school bus transportation and would like yellow bus service for the 2018-2019 school year, please complete the attached registration form and return it by **July 15, 2018**. Paul's Bus Service routing is based on the registrations we receive each year, and returning this form (with the 1st month's payment and a non-refundable \$15.00 per school registration fee) as soon as possible can ensure your student(s) a place on the bus with the best possible pickup and drop off location.

We will provide AM and PM services to Northwest & Colerain High School. Every student must be registered with Paul's Bus Service each year to be eligible for a bus. Please send one (1) form for each student. Additional siblings must have the same address to get the discounted rate. Failure to register your student(s) early enough could result in each being placed on a waiting list. Once the buses are full, you will be placed on a waiting list to be reviewed on a weekly basis.

We do not pro-rate payments. **Bus payments must be paid before the 15th of each month. No Post dated checks.** If your payment has not been received by the 15th of the month without prior arrangements through our office, your service will be cancelled until payment is received. You must make monthly payments, regardless of how often the student(s) rides. To assure proper credit to your account, all checks and money orders must have the student(s) name on them. There will be a \$30.00 charge for non-sufficient funds checks. All NSF checks not made good immediately by money order will cause service to be discontinued.

If your student(s) is involved in sports or other activities and does not ride, you may cancel service for those months and risk losing the seat. If you choose to resume service, you must call the office ahead of time to restart service. . If a seat is no longer available, you will be placed on a waiting list and given a seat when one becomes available. **You must call the office to cancel service for any reason.** If you do not call the office to cancel service, you are still responsible for those monthly payments because we will assume that you are still using the service, even if no one is riding. Because the seat has been reserved for your student(s), no refunds (partial or full) will be given once the month has started.

Any questions or concerns with our service, please call the office. Please do not confront the driver. The driver is there to transport your student(s) safely and does not need any additional distractions.

WEATHER CONDITIONS – Please watch your local news for school delays or closings. If Northwest is on a 2 hr. delay due to weather, the buses will run 2 hrs. later than normal. On early release days, Paul's Bus Service will provide service for students who are on early release at the scheduled release time, or as early as possible.

* Paul's Bus Service reserves the right to discontinue transportation to any student for any behavior/action by the student or parent that is considered dangerous, abusive or threatening.*

Route information will be mailed to you the week before school begins. Thanks!

*****PLEASE KEEP THIS PAGE FOR YOUR RECORDS*****

**PAUL'S BUS SERVICE
REGISTRATION FORM – SCHOOL YEAR 2018-2019
NORTHWEST LOCAL SCHOOLS**

STUDENT NAME: _____ DOB: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

NEAREST SIDE STREET OR CROSS STREET: _____

PARENT/GUARDIAN: _____ PHONE #: _____

ALTERNATE CONTACT: _____ PHONE #: _____

SCHOOL: _____ GRADE: _____

E-MAIL ADDRESS: _____

Please use ONE form per student.

Fees - Prices are subject to change due to fuel prices

\$110.00 – per month

\$60.00 – per month (each additional sibling from same address)

\$15.00 – One time registration fee per school, due with registration form (non refundable)

We prefer a valid credit card to be on file with Paul's Bus Service, it will be charged on the 15th of each month. If not, payment made with cash, check or money order **MUST** be in the office by the 15th of each month. Cancellations must be received by the 10th of the month. Monthly payments must be made regardless of how often the student rides. If payment does not go through, service will be cancelled immediately until payment is made.

Credit Card #: _____ Expiration Date: _____ Security Code _____

Students are placed on a first come first serve basis. Registrations received before 7/15/18 have the best chance of being placed on the bus for the first day of school. Forms received after that may not be able to receive service until after 9/1/18. We will do our best to get all students placed in a timely manner. You will be notified by mail approximately one week before school with your pick up time and location.

Registration Forms should be sent to:

**Paul's Bus Service
3561 W. Kemper Rd.
Cincinnati, Ohio 45251
(513) 851-5089**

DO NOT WRITE BELOW THIS LINE – FOR OFFICE USE ONLY

ROUTE # AM _____ PM _____ DATE RECEIVED _____

PICK UP TIME _____ DATE STARTED _____

PICK UP LOCATION _____ SEAT # _____

ENTERED IN DATA BASE _____ MAILER SENT _____ PHONE CALL _____

PAUL'S BUS SERVICE
BUS RULES

- 1. STUDENT MUST HAVE BUS PAYMENT BEFORE THE FIRST (15th) OF EACH MONTH OR CHILD WILL BE REFUSED TRANSPORTATION AND SENT BACK INTO THE HOUSE, SITTER'S, OR DAYCARE ETC.**
- 2. THERE IS NO EATING, DRINKING, OR GUM CHEWING ON THE BUS.**
- 3. PROFANE LANGUAGE, FIGHTING, HITTING, AND PUSHING IS NOT PERMITTED ON THE BUS.**
- 4. NO SMOKING!**
- 5. DO NOT DAMAGE BUS PROPERTY. (Parents are responsible for damages.)**
- 6. WALKWAYS MUST BE KEPT CLEAR.**
- 7. ALL STUDENTS MUST OBEY ANY/ALL VERBAL INSTRUCTIONS GIVEN BY THE DRIVER. (Refusal to listen could be an automatic suspension.)**
- 8. STUDENTS ARE NOT PERMITTED TO CHANGE SEATS.**
- 9. NO WEAPONS OR DRUGS! (Anyone caught will receive permanent expulsion, and will be prosecuted to the fullest extent of the law).**
- 10. BUSES WILL NOT WAIT AFTER SCHOOL MORE THAN 7 MINUTES.**
- 11. USE OF CELL PHONES, CD PLAYERS, OR IPOD'S IS NOT PERMITTED WHILE ON THE BUS.**
- 12. STUDENTS ARE TO WAIT AT THEIR DESIGNATED STOP, 10 STEPS FROM THE ROAD (THE DESIGNATED PLACE OF SAFETY).**
- 13. STUDENTS WHO ARE REQUIRED TO CROSS THE STREET AT THEIR PICK-UP OR DROP-OFF POINT MUST COMPLETELY FOLLOW THE DRIVER'S INSTRUCTIONS TO STAY IN COMPLIANCE WITH OHIO STATE LAW.**

*****STUDENTS MUST GET ON OR OFF THE BUS AT THEIR DESIGNATED STOP ONLY, AND MUST BE AT THE BUS STOP'S PLACE OF SAFETY TEN (10) MINUTES PRIOR TO THE PICK UP TIME. STUDENTS ARE TO WAIT ON THE RESIDENCE SIDE OF THE STREET. STUDENTS WHO CROSS THE STREET MUST WAIT FOR THE DRIVER'S SIGNAL AND INSTRUCTIONS TO CROSS THE STREET, ACCORDING TO OHIO STATE LAW.**

THESE RULES WILL BE STRICTLY ENFORCED. ANY STUDENT WHO DOES NOT FOLLOW THESE RULES WILL BE SUBJECT TO DISCIPLINARY ACTION, INCLUDING POSSIBLE SUSPENSION FROM THE BUS. PLEASE INSTRUCT YOUR STUDENT OF THESE RULES.

PARENT SIGNATURE _____

DON'T FORGET TO ENCLOSE YOUR REGISTRATION FEE AND 1ST MONTH'S PAYMENT.
PLEASE RETURN WITH REGISTRATION FORM

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