

**Cleveland Metropolitan School District
Department of Transportation – 2011/2012 School Year**

Commonly Asked Questions:

WILL MY STUDENT RECEIVE TRANSPORTATION?

Transportation eligibility is based on the distance from the home residence to the school.

Students in grades, Kindergarten through 8th must live 1.75 miles or more from their assigned school to receive some form of transportation service.

Students in grades 9th through 12th must live 3 miles or more from their assigned school to receive transportation. (RTA tickets are provided for this age group.)

HOW WILL PARENTS BE NOTIFIED IN REGARDS TO AN ELIGIBLE STUDENT'S BUS ASSIGNMENT?

If your student is already registered and has received a school assignment, then the eligible student will receive his/her bus assignment in the student mailer. If the student was registered late, then parents will have to call the Transportation Office (216) 634-7021 to receive the eligible student's bus assignment.

IF A STUDENT IS ELIGIBLE FOR RTA TICKETS, HOW WILL THEY GET THEIR TICKETS?

Students eligible for RTA tickets will receive their tickets on the first day of school, in the school office, or at an area designated by the school. Parents are responsible for getting their child to school the first day.

MY STUDENT DOES NOT QUALIFY FOR FREE RTA STUDENT TICKETS. CAN I BUY STUDENT RTA BUS TICKETS?

The Transportation Office at 3832 Ridge Road will sell Student RTA Bus Tickets. Tickets are sold on Thursdays and Fridays from 7:30 a.m. till 12:00 noon, and from 2:00 p.m. till 3:00 p.m. One ride tickets are \$1.50 and two ride tickets are \$3.00. (Cash or money order is the only accepted form of payment.)

I HAVE MOVED, HOW DO I CHANGE MY ADDRESS?

Go to your student's assigned school or to the Student Assignments Office located at the Lakeside Administration Bldg., 1440 Lakeside Avenue, to change the student's address. Verification may include a utility bill, pay stub, driver's license, etc. (This information is not immediately available to the Transportation Department. Please give our computers a day to receive the updated information before we can check on the student's eligibility to continue to receive transportation).

CAN MY STUDENT RECEIVE TRANSPORTATION TO A DAYCARE FACILITY?

Transportation to a daycare facility is provided only to approved Special Education students.

MY STUDENT IS IN SPECIAL EDUCATION CLASSES, CAN MY STUDENT RECEIVE TRANSPORTATION?

Transportation eligibility is addressed in the student's IEP which is completed in the Special Education Department. The Special Education Specialist will indicate on the IEP whether transportation will be required.

MY SPECIAL EDUCATION STUDENT IS PICKED UP AT THE HOUSE AND DROPPED OFF AT THE HOUSE. CAN THE STUDENT'S SIBLINGS RIDE ALONG ALSO?

A sibling can ride along, only if the sibling(s) are eligible for transportation due to mileage guidelines. (Students in grades K – 8th must live 1.75 miles or more from their assigned school. Students in grades 9th – 12th must live 3 miles or more from their assigned school.)

MY CHILD WAS GRANTED A SPECIAL TRANSFER – VOLUNTARY ASSIGNMENT. WHAT ARE THE TRANSPORTATION ARRANGEMENTS?

Transportation is not provided for students on Special Transfers or on Voluntary Assignments. Parents waive transportation when enrolling their student in a non-neighborhood school. If transportation is an issue getting a student to school, please contact the Student Assignments Department to see if a closer school is available.

MY CHILD HAS A MEDICAL CONDITION, HOW CAN I ARRANGE TRANSPORTATION?

Upon request, the Transportation Department will mail you a Medical Request form. The form should be filled out by the doctor and returned to the Health Services Office or the School Nurse. (Directions are on the form.) Upon approval, the Health Services Office will send the completed form to the Transportation Department. The student will be assigned to the closest existing bus stop.

THE CLUSTER STOP TO WHICH MY CHILD IS ASSIGNED IS TOO FAR. CAN I CHANGE THE STOP?

In an effort to accommodate the severe cuts in transportation costs, bus runs had to be shortened so that more students could be picked up with each bus. This meant limiting the number of bus stops to one per area and assigning all the students to that areas' cluster stop. Cluster stops are used for all schools, both public and non-public.

MY STUDENT ATTENDS A CHARTER SCHOOL. CAN TRANSPORTATION BE PROVIDED?

Students in grades Kindergarten through 8th must live 1.75 miles or more from the school in order to qualify for transportation. Students in grades 9th through 12th must live 3 miles or more from the school to qualify for RTA tickets.

If there is no school bus providing transportation in a certain area, parents can complete a Parent Consent form at the school and apply for either payment in-lieu of transportation or parents can request RTA tickets.

Parents requesting payment in-lieu of transportation will receive reimbursement at the end of the school year during the months of August through November. The reimbursement checks will be calculated based on the total number of days the student was in attendance. To-date, the daily reimbursement is \$1.11 per day.

Additional questions about student eligibility and/or reimbursement should be directed to (216) 634-7035.

MY STUDENT'S BUS DID NOT COME THIS MORNING, WHAT DO I DO?

Remember, the student should be at the bus stop at least 10 minutes ahead of time. If your student's bus comes out of the Lake Center Depot, then call that Depot at (216) 432-4600. If your student's bus comes out of the East 49th Street Depot, then call that Depot at (216) 441-8232.

MY STUDENT'S BUS IS LATE DROPPING OFF MY STUDENT AFTER SCHOOL. WHAT DO I DO?

Remember to allow time for unexpected traffic issues. If your student's bus comes out of the Lake Center Depot, then call that Depot at (216) 432-4600. If your student's bus comes out of the East 49th Street Depot, then call that Depot at (216) 441-8232. Also, you can call the Evening Dispatch Office at (216) 281-6722.

MY STUDENT IS PICKED UP AT THE HOUSE AND DROPPED OFF AT THE HOUSE. I WAS NOT HOME WHEN MY STUDENT WAS DROPPED OFF. WHERE IS THE STUDENT? WHAT DO I DO?

If your student's bus comes out of the Lake Center Depot, then call that Depot at (216) 432-4600. If your student's bus comes out of the East 49th Street Depot, then call that Depot at (216) 441-8232. Also, you can call the Evening Central Dispatch office at (216) 281-6722.