



Transportation Guide

2012

INTRODUCTION

As a parent of a day camp child you will most likely have many questions concerning the transportation program in camp. This guide has been created to explain, in detail, Cali-Camp's transportation program. It will answer many questions, provide you with new information and allow you to become better acquainted with this facet of our camp program.

INSPECTION AND MAINTENANCE

The Department of Motor Vehicles and the California Highway Patrol have complete jurisdiction over our vehicles and drivers. The CHP inspection includes maintenance records and daily driver inspection reports on each vehicle. It also includes an evaluation of each individual's driving record.

SEAT BELTS AND CAR SEATS

All of the buses come equipped with lap seat belts. All children are required to use the seat belts. If you are the parent of a younger child and would like to provide a car seat you are welcome to do so. We will return the car seat in the afternoon when the child departs the bus.

DRIVER PREPARATION

Each driver is also a camp staff member holding a position of counselor, activity specialist or team leader. The DMV requires that each driver be at least 18 years of age, possess a current *Special California Class B Driver's License* and have a good driving record. Each driver must complete a medical examination (which includes drug testing) and the DMV Commercial Drivers bus driving test. We employ bus driver training instructors that are certified by the DMV. They teach our drivers individually and prepare them for their responsibility of transporting our campers. Drivers will also attend safety awareness meetings that are scheduled throughout the summer.

BUS SUPERVISION

The State Law does not require supervision on a school bus, other than the driver. We provide a supervisor, known as the **Bus Counselor**, on each bus. The role of the bus counselor is to assist campers on the bus, control safety, lead singing and games, and provide any other assistance that may be needed. In the event that the bus counselor is absent and we do not have an alternate available then the driver is solely in charge.

THE PARENTAL POINT OF VIEW

Riding the camp bus is fun - it is different - and it is a very definite part of camp! ***Our philosophy is that the camp day begins when your child steps foot on the bus.*** Each morning as your child enters the bus there will be greetings by the driver, the bus counselor and camp friends. While riding the bus your child will have an opportunity to meet new friends, share experiences and participate in bus songs and games. This is a very valuable extension of the camp day. Each bus has a name, number and a stuffed animal that is the bus mascot. Each week your child and his/her bus camper friends participate in the "Bus Cup Challenge." This is a camp activity where each bus learns songs during the week and then they present their rendition of each song as they arrive at camp on Thursday and Friday mornings. The bus groups are judged each morning, and awards for 1st, 2nd and 3rd place are given each week in the special "Bus Cup Challenge Ceremony" on stage. There are many aspects of social and emotional growth that take place while riding the camp bus. Please allow your child to enjoy this experience by reinforcing and inspiring positive thoughts about the bus ride to and from camp.

DRIVER COMMUNICATION

Our Transportation Director is in the office each day at 7:00 AM. This person contacts each driver every morning to provide any camper schedule changes and to confirm the pick-ups that are scheduled for that day. ***When you desire a schedule change you must contact the office directly by phone. You may not make any changes with the bus driver or counselor.*** If you know in advance about a schedule change then please call between 10:00 AM and 3:00 PM Monday through Friday. If your child is sick the night before or the morning of camp call the office immediately. If you call after hours the transportation office will make sure to get your message and notify your driver. After May 1st you have three free schedule changes; any changes after that will incur a \$25 charge. During the summer, and prior to your child starting camp, the transportation office will contact you by phone to inform you of the driver and bus counselor's name, your designated station, the AM Boarding and Departure times and the PM Arrival time.

STATION TIMING

All of the stations are located at approximately 15, 30 or 45 minutes away from camp. The bus will be waiting at the station for 15 minutes before departure. This is called boarding time; you may drop your child off at any time during this window, however please keep in mind that we have a small amount of time to get the kids to camp and will always leave at the scheduled time. There can be extenuating circumstances (such as traffic) that may cause a bus to arrive late in the afternoon, however we ask the parent to plan on arriving 5 minutes prior to the established pick-up time in the afternoon. Generally the kids feel anxious if the person that is picking them up is not there, so we ask you to be on time.

ESTABLISHING THE STATION

Each station is established in order to assure minimal driving time, safety, efficiency and maximum comfort for both the camper and the driver. Although a short ride to camp for each child is desirable, the stop closest to your home location has a direct bearing on the duration of your child's bus ride. There are seventeen (17) separate stations with pre-established pick up times, you are welcome to choose any of them. There are nine routes in the City and eight in the Valley. For the complete location and time schedule please visit our website www.calicamp.com. The following is a list of the policies and procedures that apply to our transportation program.

POLICIES AND PROCEDURES

1. The bus is scheduled to arrive at the same location each day. **Clock time is determined by the driver's watch.**
2. Cali-Camp reserves the right to change a pick up or drop off point due to unforeseen circumstances.
3. The bus will wait at each AM location for a **15 minute boarding time**, and will depart promptly at the scheduled time. We will not wait for late campers.
4. In the afternoon we ask parents to be at the designated station 5 minutes prior to the planned arrival time.
5. The bus will stop only at the designated station.
6. If the bus has left its station in the AM then it is the parent's duty to get to another station or drive their child to camp.
7. Should a parent assign someone else to meet the child you must notify the Cali-Camp office. The child must be able to recognize the individual meeting him or her.
8. **A family may not change from one station to another.**
9. Parents should plan to meet at their designated pick up and drop off points five (5) minutes prior to the scheduled time.
10. In the PM, parents must come to the bus, be seen by the bus counselor, and personally take their child from the bus.
11. Parents may elect to have their child walk home from a pick up point.
12. If parents carpool then the other children are to remain under the supervision of the parent in charge for both the AM and PM pickups on that day.
13. Should a child not be met at the end of the day in a timely manner the driver and bus counselor will wait with that child.

TRANSPORTATION FEE

The cost for transportation is included in the camp tuition. There is no cost reduction if you drive your child to and from camp. You can also elect to drive one way and have your child transported the other way.

BUS ASSIGNMENTS

DUE TO SPACE LIMITATION ON EACH BUS, ATTENDANCE ACCOUNTABILITY AND SAFETY WE DO NOT ALLOW CHILDREN TO BE PICKED UP OR TO GO HOME ON A DIFFERENT BUS. A CHILD MUST ARRIVE AND DEPART ON THE SAME BUS. When a child desires to go to another child's home and both children are **on the same bus** then a written note in advance should be given to the driver. If a camper must leave camp early, then it is the parent's responsibility to make arrangements for early pick up. The parent must pick up the child at camp in the main office and sign for the child's release. Friends or relatives may pick up the child with written permission from parents and notification to the office.

EMERGENCY BUS PROCEDURES

Each vehicle possesses a first aid kit, emergency warning markers, a fire extinguisher, a cell phone and a packet containing emergency procedures and phone numbers. The driver and bus counselor have been fully trained as to the proper use of the equipment and the procedures in the event of an emergency.

BUS RULES

Bus Rules slightly vary depending on the driver and bus counselor; however these are general rules that always apply. These rules are to be followed at all times:

1. Never chase the bus or any vehicle near the bus.
2. Remain seated at all times.
3. Always wear your seat belt.
4. Do not put your arms or head out of the window.
5. Never throw anything out of the window.
6. Don't chew gum or eat on the bus. Water is the only thing allowed to be consumed on the bus.
7. We do not recommend bringing any iPods, cell phones or other electronic devices to camp. We are not responsible for any lost, stolen or broken devices.
8. You must, at all times, follow the directions from the driver and the bus counselor.
9. Tell your bus counselor if you have any problems or if you need help while on the bus.
10. Always go to the restroom before boarding the bus.
11. Enjoy your ride to camp!

It is our hope that this guide has given you a better understanding of our transportation program. We look forward to providing you and your child with an excellent transportation program for the coming summer.

Yours for quality transportation in day camping,

Ariel Rowin

Ariel Rowin
Transportation Director