



Laying a Foundation for Academic and Life Success
3121 St. Bernard Ave.
New Orleans, LA 70119
504-434-0521

TRANSPORTATION

Irene Thu Hoang 504-434-0521

Dispatch- 504-390-3235

Transportation is provided for all students living in Orleans Parish by Foundation Preparatory, through W R Transport LLC. Students living more than 15 miles from the school will be assigned to cluster stops. Cluster stops will be strategically grouped 15 miles from the school to best serve families.

Foundation Preparatory makes every effort to have door-to-door bus service; however there may be some instances where the bus cannot make the stop right in front of the child's pick-up or drop-off. Because of the many stops that the bus makes, children are required to be ready and waiting for the bus before their scheduled pick up time.

A parent, guardian or other adult (over 18 years of age) must be at the bus stop ready to receive children from the bus at the appropriate drop off time. The bus drivers will not let children off without an adult to receive them. If an adult is not present, the bus drivers must continue their routes as to not back up other families waiting for their child(ren) and will return unattended child(ren) to the school. **A fine will be charged for children who are returned to school after dismissal, which is due the day of the late pick up. All report cards will be held until all late payments are paid in full.**

Bus Pick-up or Drop-Off Changes

If a student's bus pick-up or drop-off changes, it is the responsibility of the parent /guardian to contact the school and complete an updated Bus Stop Change Form. Bus pick-up and drop-off locations will not be changed until the Bus Stop Change Form is complete. **Parents should allow at least one week for bus stop change request to be processed.**

Late Buses

If a school bus arrives late to school, students are not marked tardy. Please contact the bus provider if your student's bus is running late, and the bus dispatcher will contact the School.

Adult Present at Bus Drop-Off

For the safety of young students, families **are required to have one adult present at the drop-off location of all students in grades K-2**. If an adult is not present at the drop-off when the bus arrives, the student will not be allowed off the bus and a parent/guardian will be required to pick the student up from school.

Transportation Accommodations

Special transportation service for students with disabilities is stated in their Individualized Education Plan (IEP) or Section 504 Plan. The school will accommodate all students in accordance with their documented plan.

Denial of Transportation

We consider the school bus to be an extension of the classroom. That means that we have the same standards of behavior on the school bus. Students who violate the discipline code while on the bus may be disciplined and may be denied transportation, either for the remainder of the year or for a temporary suspension. The student is expected to come to school on the days when he or she is not allowed on the bus, unless the student has also been suspended from school.

Please note that parents are not allowed to get on the school bus or van or talk to the driver, monitor, or any student. If parents/families have a question or concern with the school bus driver, monitor, or a student, they should inform the Front Office of that question or concern. School administration will then conduct an investigation into your complaint.

Return of Student to School

School buses will drop students off at the school at 7:30 am in the morning, and will bring students home starting at 3:30 pm in the afternoon. The buses and vans will drop off and pick up students in front of the school's drop of and pick up locations.

If a student is returned to school because a parent/guardian and/or authorized adult were not present at drop off, student will be returned to the School. If student is returned to the School after the closing of the school building (5:30 pm), student will be taken to the 3rd District Police Station (4600 Paris Avenue) and must be picked-up there.

A \$10 fee, per child will be fined to parent/family for any student returned to the School or 3rd District Police Station after dismissal.

If you have any questions, comments, or concerns, contact the front office at 504-434-0521.