

July 31<sup>st</sup>, 2017

Dear Open Enrollment Parent/Guardian:

As an open enrollment family, transportation of your child is your responsibility and continues to be your responsibility until you have applied for and have been accepted for bus ridership. The district does not provide bus service to Open Enrollment students. We are in the process of assessing our in-district ridership to accommodate additional open enrollment riders and will take applications from any open enrollment families who wish to obtain bus service.

Please keep in mind that:

- **A separate application must be submitted for each student.**
- No new stops will be added to accommodate additional riders and no students will be allowed to enter or exit the bus at a stop that does not allow for safe access to the adjoining neighborhoods.
- Ridership opportunities are limited to the current capacity of the buses. No buses will be added to allow for more riders.
- Additional riders will be limited at each stop in order to eliminate traffic congestion in the neighborhood.
- Children in Kindergarten will not be picked up or dropped off at a stop unless their parent or another authorized adult is with them.
- **This accommodation is being made for this year only and may not be available in future years.**

All requests received by Friday, August 25<sup>th</sup> will be given equal consideration. If the capacity of our buses is insufficient to accommodate all requests submitted during the application period (July 31<sup>st</sup> through August 25<sup>th</sup>), then a random selection process will be used to accept riders. **Families will be notified by email in mid-September regarding their bus application status.** Requests received after August 25<sup>th</sup> will be considered in the order that they are received and status notification will be provided in a timely manner.

The application requires you to determine the bus number and the bus stop location that you would like to access. Bus schedules are available on the district website: [www.cfsd16.org](http://www.cfsd16.org) Click on Parents, then Transportation & Bus Schedules.

Please note that if the requested information on the application is incomplete or if an inaccurate bus number and/or bus stop location is requested, the request will not be considered. **A separate bus application must be submitted for each student.**

Bus applications received during the application period (July 31<sup>st</sup> through August 25<sup>th</sup>) will be notified by email in **mid-September** regarding the bus application status.

Click here [Link to online application](#) to submit an application.