



TRANSPORTATION POLICY

1. Transportation will be provided to children attending schools within a 5 mile radius of the learning center.
2. If your child will not require afternoon transportation on a particular day, notification must be given by sending a text to (469) 287-8599 **by 12 Noon** of the day of the change.
3. If an unnecessary trip is made to a school because we were not notified in writing that transportation would not be needed that day, a **\$15 fee** will be assessed to your account per occurrence. Your account balance must be zeroed out monthly.
4. Transportation will be provided to and from school only.
5. No eating or drinking is permitted in the vehicles used for transportation.
6. Children are to remain seated and in seatbelts at all times.
7. Children requiring morning transportation to school must check-in to the learning center by 7:00 a.m.
8. Our afterschool pick-up window is from **2:30 p.m. – 4:30 p.m.** We are unable to arrange transportation for children outside of this window.
9. All backpacks must be stored in the back of the vehicle.
10. If a child's behavior in a transportation vehicle is consistently unruly, they will be subject to suspension from Little Creations transportation services for a period of 3 days. If the behavioral concerns continue, transportation for that child will be refused to ensure the safety of all passengers on the vans.
11. All parents/guardians must have the ProCare app installed and active on their phones.

Policies are subject to be revised at the Director's discretion.