

NEW JERSEY
**SafeRoutes
to School**



(Date)

Dear Walking School Bus participants,

We are very pleased that you have enrolled your child/children in the Walking School Bus program. On the reverse side of this letter, you will find a reminder of our policies and a "Safety Card" is enclosed. One of your designated Walking School Bus volunteer leaders (all of whom have received our training and passed a criminal background check) will be calling you soon to introduce themselves and answer any questions you may have. .

Leader name: _____ Phone: _____ Days: _____

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You child(ren) is/are scheduled to be picked up by the Walking School Bus as shown below:

Location: _____

Time: _____

Here are a few reminders:

- The program starts on (Day) (Month) (Date)
- Be sure to have your child at the specified location on time
- Call the Walking School Bus central phone line (xxx-xxx-xxxx) if you need to cancel
- Please review our weather cancellation policy
- Be sure to send a water bottle with your child

We are also encouraging parents to walk with the group one day per week. Please let your Walking School Bus leader know if you can accompany him/her on certain days.

If you have any questions regarding the program, please don't hesitate to call me. Thanks again for participating.

Sincerely,

(Your Name)
Walking School Bus Coordinator

WALKING SCHOOL BUS POLICIES

1. Only registered children may participate in the Walking School Bus program.
2. Each Walking School Bus will be led by a trained adult leader who has undergone a criminal background check.
3. Children must be at their designated Walk Stop and ready to walk at the scheduled time.
4. If your child is not present at the Walk Stop and we have not received a phone call or a message from you, your designated leader will call you to “check in”.
5. Children must obey all instructions given by their Walking School Bus leader. In particular, children must walk (not run), must stay on the sidewalk, and must not horse around.
6. Children who do not follow instructions or who endanger themselves or others will be reported and may be suspended from the program.
7. Under adverse weather conditions, the Walking School Bus will be cancelled and the leader will telephone each participating family by **(Time)**.
8. Adverse weather conditions include:
 - Cold weather below 25 degrees
 - Rain hard enough to wet children’s clothes
 - Severe weather warnings
9. Families will not hold **(your organization)**, or its staff responsible for any accidents or injuries.
10. Photographs of the children may be used in promotional materials.