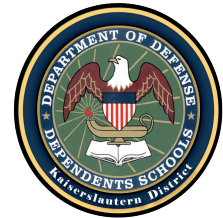




DEPARTMENT OF DEFENSE
DEPENDENTS SCHOOLS
KAISERSLAUTERN DISTRICT
RAMSTEIN STUDENT TRANSPORTATION OFFICE
UNIT 3420 BOX 430
APO AE 09094



5 March 2011

MEMORANDUM FOR SPONSORS OF RAMSTEIN SCHOOL BUS RIDERS

SUBJECT: School Bus Registration - School Year 2011/2012

Welcome to a new and exciting school year in the KMC! Enclosed in this package are items to help prepare your student for riding the school bus this year. The 'blue' school bus passes, valid for the school year 2010/2011, **will expire with the last day of school, 17 June 2011.**

This bus information package will help answer many questions you may have regarding student transportation. Please read this information carefully and call us if you have any additional questions. Please visit <http://www.kais-dso.eu.dodea.edu/Transportation.htm> to learn more about our transportation services. This package also contains your child's bus pass and route schedule. Students must carry the bus pass with them at all times while traveling on the school bus. There is no specified way that your child should carry their pass. It is important to have it available, since the student **MUST** show it to the bus driver or Security Attendant when entering the bus in the morning and in the afternoon.

The route schedule identifies your child's bus route number and the stops along the route. Your child's bus stop is based on the address listed on your school bus registration form. The bus number and stop location is also identified on your child's bus pass. If any of the information on these documents is incorrect please contact our office immediately to update your personal data and obtain a new school bus pass.

Please let our office know immediately if your personal contact or emergency point of contact information changes. It is imperative that we have your current information at hand should we be required to contact you!

Our office is in constant communication with the schools during the time that your children are traveling to school, or returning home. When we note delays we notify each school affected. However, in case of serious bus delays (15 – 20 min) we notify AFN. We will make every effort to send an email to notify parents of major delays. However, that effort may be precluded by mission requirements. If in doubt, call the school, or tune to AFN "The Eagle".

Transporting your child in a safe and secure environment is our primary concern. We work in partnership with parents, students, drivers and school staff to ensure that your child's school bus experience is a positive experience and is conducted in an appropriate environment. We ask that you notify our office immediately if you have concerns about your child's school bus ride. Your prompt reporting will have a great impact on our ability to address behavior or safety concerns quickly and appropriately. The best way to contact our office is via email or our group email address shown below.

Original Signed
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Transportation Operations Specialist
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