

Summer Transportation Communication 19-20 School Year

Parents and Guardians,

Welcome back to Odyssey Charter School! We are excited to kick off the 2019-2020 school year. This year Odyssey Charter School will be a complete K-12 school and we will have our first graduating class, OCS Class of 2020!

Once again, we are collaborating with First Student to provide transportation for our K-5th grade students. Our OCS buses will transport our 6th-12th grade students.

The OCS transportation department will continue to provide transportation for all field trips, sports runs, and extra-curricular activities. Our 5:00pm Activity Bus for students in grades 6th-12th will run throughout the year (Monday-Thursday) beginning on Monday, September 16th. This bus will run the same route as last year.

Please take the time to read through this document thoroughly and share it with other members of your family who may be a part of your child(ren)'s arrival and dismissal process.

Within this communication, you will find arrival and dismissal times, traffic windows for each building, bus routes for both K-5th grade and 6th-12th grade, detailed information pertaining to carline decals and carline procedures, and other important OCS information.

Please remember that the start of school is an exciting but hectic time for all members of our school community. Throughout the first month of school, we are still learning and improving upon all working systems including carline and bus routes. Please be patient and know that as each day goes by all members of our team will become more efficient with our arrival and dismissal procedures.

Thank you for your continued support and know that the Odyssey Charter School Transportation Department is committed to providing safe, effective, efficient, and healthy transportation to all our students. #OCSStrong

Evan Winokur
Transportation Manager
OCS Transportation Department

Arrival and Dismissal Times

Middle/ High School (Grades 6-12)

7:40 – OCS Buses drop off
7:40 – 7:50 – MS/HS Carline
Dismissal 2:50 – 3:00
OCS Buses depart – 2:55

Lower/ Intermediate School (Grades K-5)

7:55 – First Student Buses drop off
7:50 – 8:10 – IS Carline
8:00 – 8:20 – LS Carline
IS Dismissal 3:15 – 3:25
LS Dismissal 3:15 – 3:35
First Student Buses depart – 3:15 - 3:30

Before Care – 7:00-7:50 am (No drop off after 7:30)
After Care – 3:45-6:00 pm (No pick up before 3:45)
*Aftercare drop in fee is \$35.00 per occurrence.

Early Dismissal

*All students who are being picked up early from school must be picked up by the times below.

2:35: MS/HS
3:00: IS
3:00: LS

Carline Details and Traffic Windows

In order to alleviate standstill traffic on our campus, we are requesting that parents arrive for drop off or pick up in “Traffic Windows”. The Traffic Window will ensure that students in all buildings on campus get to school on time. By working together and following these guidelines, we can ensure a smooth and safe arrival and dismissal for all students on campus. **Please see the 19/20 carline maps online on the OCS website under the Transportation tab** for a more comprehensive understanding of our campus and your child(ren)’s carline procedure.

AM Carline Traffic Windows

7:30 – 7:50 – MS/HS Carline

*High School Carline Students will be dropped off in front of building 23 – see HS Carline map

7:50 – 8:10 – IS Carline

7:55 – 8:20 – LS Carline

PM Carline Traffic Windows

2:40 – 3:00 – MS/HS Carline

3:05 – 3:25 – IS Carline

3:10 – 3:30 – LS Pick Up

IS/MS/HS Carline

Parents with students in both the MS/HS and IS do have the ability to have them dropped off and picked up at the same time in carline. In the morning, follow the 7:30 – 7:50 MS/HS traffic window. Your 6th-12th grader will go to their first class and your 3rd-5th grader will wait in the MS café for the IS to open at 7:50. Only the MS café door will be open during that time.

Please do not drop off your children during the MS/HS carline if they are IS students. IS students dropped off at the wrong time will be dropped into aftercare and charged a \$25.00 fee per occurrence.

In the afternoon this same procedure will take place but your MS/HS student will need to wait in the MS café and walk over to the IS at 3:15 to find their sibling. All of your children will be picked up during the IS traffic window from 3:05 – 3:25.

Lower School Walkers: For families with students in the IS/MS/HS and the LS - students can all be picked up at the LS but must be registered as a LS walkers. MS/HS students will walk over to the LS at dismissal and IS students will be walked over by a staff member at their dismissal. All students should stand under the large cherry tree by the playground and wait for their parent or guardian.

If you would like to register your child as an LS walker, please e-mail transportation@odyssey.k12.de.us with your child’s full name, grade, the days they will be an LS walker, and who will be picking them up.

Lower School Pick Up

Please refer to the LS pick up procedure map so you know where to park before you enter the campus. **No parents should be parking in the MS/HS Bld. 21/23 or IS Bld. 22 and walking across the street. Parents crossing the street will be asked to get back into their car and park behind building 23.** All parents must utilize the sidewalks and crosswalks when walking on campus. Parents picking up only at the LS should not arrive on campus before 3:10pm to pick up their child(ren). This will alleviate the traffic on campus.

The lot next to the playground will be blocked until 3:10; parents should park around building 20 if they arrive earlier than 3:10.

Bus Procedures and Routes

All 2019-2020 bus routes are on the OCS website under the Transportation tab.

Students in 6th–12th grade will ride OCS buses. Students in K–5th grade will ride First Student buses. Students should be at the bus stop ten (10) minutes before the listed time of the bus pickup in the morning. In the afternoon, all K-5th students must be received at the BUS DOOR by a parent or authorized guardian or the student will be driven back to OCS and dropped off in Aftercare.

Where'sTheBus Parent App - GPS

If you have utilized the Where'sTheBus Parent App, it will continue to work and your updated bus number has been uploaded to the app. If you are not able to see the correct bus, please e-mail: transportation@odyssey.k12.de.us. Someone in our department will fix it and call you if we have questions. If you have not signed up for the Where'sTheBus Parent App, please do so today following the one-page guidelines on our website. This app lets you know precisely when your bus will arrive at your bus stop, providing up-to-the-minute arrival time and bus location information.

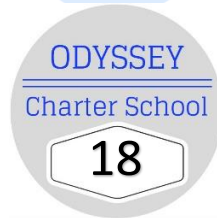
Carline Decal Clings and Numbers

Carline numbers are only utilized for students in grades 3rd–12th. All previous carline numbers will remain the same, i.e. if your carline number in the past was 18, it will remain 18 until your student graduates from OCS. If you need a carline number, please e-mail transportation@odyssey.k12.de.us with your child's full name and grade.

New carline decal clings will be used to identify parents and guardians. OCS Carline decals need to be placed in the driver side windshield on the lower left hand side. Two decals will be given to each family. If more than two decals are needed per family a request must be made in writing to transportation@odyssey.k12.de.us. Documentation may be required.

Carline decal clings can be picked up in the main office of building 21 from 10:00am – 2:00pm beginning on 8/12, Monday through Thursday, or they can be mailed out.

If you need new decals, please e-mail us with your name, carline number and address and we will send you two more.



OCS Student Drivers

Student drivers **must** obtain a parking permit from the High School Office before driving to campus and **must** park in designated areas. Student drivers who are transporting siblings in the LS/IS must walk their siblings to the proper building. Students not following OCS guidelines for driving and parking on campus will lose their privileges.

Transportation Changes

Please do not change/modify your child(ren)'s transportation method or route without contacting the OCS Transportation Department in advance. **All transportation requests must be made 72 hours before a change is made so the Transportation department can ensure the safety and well-being of all students and can locate them at all times.**

☺ When in doubt e-mail transportation@odyssey.k12.de.us ☺