



PTPLA Bus Policy

Ms. Rachel Brainard, Transportation Coordinator

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Proud To Partner Leadership Academy makes every effort to provide transportation for our Ambassador families. Below are guidelines for experiencing the privilege of transportation to and from The Embassy. PTPLA will notify families at least 30 days in advance if for some reason school transportation is no longer a feasible option for our school.

1. The driver and/or monitor is responsible for always ensuring the safety and security of ALL students and personnel on the bus. To provide this safety and security, the driver will not allow any parent to enter the bus for any reason at any time. Furthermore, the driver will not allow any student that is not assigned to that bus route to enter the bus without prior authorization from the Transportation Department.
2. The driver has the authority to assign a student a seat on the bus for any reason, and for as long as the driver deems it necessary.
3. The driver and/or monitor has authority to enforce all rules on the bus. Students found to be in violation will be subject to potential loss of bus privileges. Riding the bus is a privilege. If a student has had their bus riding privileges revoked for any reason, it is the responsibility of the parent and/or legal guardian to arrange for student transportation to and from school until the privileges are reinstated.
4. It is the responsibility of the parent and/or legal guardian to ensure that all parties (parents, guardians, and students) fully understand how to use the Remind App as this will be the communication method. Anyone violating the usage of the Remind App by using inappropriate, profane, or verbally abusive or aggressive language toward a PTPLA driver or staff member will be subject to loss of bus privileges. If clarification is required to set up the Remind App, the parent may reach out to the Transportation Coordinator.
5. A parent/guardian or student must notify the Transportation Coordinator via the Remind App no later than 6:30 AM if transportation will not be needed. Failure to do so more than two times will result in loss of bus privileges.
6. Students must be at their assigned stop 5 minutes before designated time, and wait up to 5 minutes after designated time. Drivers will make the first bus stop of the route at the designated time and will make all corresponding stops in order according to the route assignments. Bus stop arrival times may be affected by weather, traffic congestion, staff shortages, or other unforeseen challenges. Drivers will communicate in the Remind App when morning and afternoon updates or changes are necessary.
7. If a student misses their bus, either in the morning or afternoon, it is the responsibility of the parent and/or legal guardian to arrange transportation to or from school. PTPLA will not be able to return to a bus stop or a school for a student that missed the bus.
8. If a parent and/or legal guardian has any objections, questions, or concerns regarding bus discipline, they should not approach the driver about it when en route. The parent and/or legal guardian is therefore encouraged to contact the Transportation Coordinator at Rachel.Brainard@ptpla.org.