



TRANSPORTATION PLAN – SUMMER CAMP

Introduction

My French Programs is committed to providing the safe and secure bus transportation of its campers (hereafter referred to as “Camper(s)”) that will support and enhance its summer camp program (hereafter referred to as the “Camp”).

Each camp staff (hereafter referred to as the “Camp Staff”) must read this transportation plan thoroughly before the first day of Camp so that he/she knows it.

Bus stops

Bus transportation is provided from/to World Bank-IMF, 1818 H St NW in Washington Dc , Guy Mason Recreation Center (3600 Calvert St NW, Washington, DC 20007) and Friendship Heights Metro Station, to our Camp location at Ste Jane de Chantal, 9525 Old Georgetown Rd, Bethesda MD 20814.

Pick up and drop off locations are chosen at time of registration and cannot be changed afterwards.

Fees

Bus transportation is provided free of additional charges to Campers.

Seat belts

Our buses have seat belts for every rider and buses are driven by experienced and qualified drivers.

Each bus can transport a maximum of 14 Campers.

Food on the bus

My French Programs have a no eating policy while Campers are on the bus so Campers are not authorized to bring snacks to on the bus.

Transportation selection

Bus space is limited and available on a first come first serve basis, for parents who have chosen this option at the time of enrollment and have filled out all necessary paperwork.

Persons authorized to pick-up Campers

Prior to the beginning of the Camper’s session, parents/guardians are asked to complete an authorization form to indicate who has permission to pick up the Camper.

When picking up from Camp site or from one of the bus stop, Camp' Staff will ask for a picture ID to confirm the identity of the authorized person (hereafter referred to as "Authorized Person") upon pick up.

Arrival and pick-up at bus stops

Mornings

Campers must be at bus stop 10 minutes before the designated departure time listed on the bus schedule. This ensures that Campers are ready to board the bus when it arrives at the stop. When the bus arrives, bus counselors take attendance and mark down any absences.

Buses do not wait past the listed departure time for any late Campers.

Buses do not stop to pick up/drop off any Campers except at designated bus stop locations.

If a Camper misses the morning bus, the Camper can meet the bus at the next bus stop, or be driven directly to Camp.

Afternoons

Persons authorized to pick up Campers should arrive to the stop 10 minutes before the listed PM time. While waiting for the Campers to arrive, please have a picture ID ready for the bus counselors to check. When the bus arrives, the Campers will be let off the bus one at a time while the bus counselor checked ID's and makes sure that the person picking up the Camper is on the authorized adults list.

If the Authorized Person is unable to make it to the PM bus stop on time, the Camper will stay on the bus and continue on to the next stop. The bus will continue on its normally scheduled route, and the late Authorized Person will be asked to meet the bus at the next stop.

In the event that a Camper is still on the bus at the last stop, the bus, bus driver, bus counselor, and the Camper will all return to camp, where one Authorized Person will be able to pick up the Camper. A late fee charge of \$50 will be charge in such case that must be paid the same day.

Notifications if buses are running late

Buses can run early or late, depending on traffic situations each day.

My French Programs use an email or text alert service for bus delays (in excess of 15 minutes) or other emergency situations, the emergency page on our website will also be updated (myfrenchprograms/emergency) (these systems are together referred to as our "Alert System").

This notification service is only available to enrolled Camp families, and all information is kept safe, confidential, and never shared. Please email My French Programs if you have any further questions about this service.

Campers walking home along to/from Camp or to/from the bus stop

My French Programs allow Campers to walk by themselves as long as they are at least 12 years old and have a signed permission slip on file in the office. This form must be updated with our office every

Camp season. It must be completely filled out, signed, and dated by a parent/ guardian and sent back to My French Programs before a Camper can be allowed to walk alone. Any other requests for a Camper to walk via phone or email cannot be accepted without this form on file in the Camp office.

Inclement weather policy

Camp Staff monitor National Weather Service alerts related to weather events that may impact My French Programs' Camp and bus transportation.

In case of a weather alert that could impact bus transportation, Campers' families will be informed of the severe weather situation by our Alert System.

Depending on the type of weather alert, bus transportation can either been delayed or cancelled. If bus transportation is delayed or cancelled because of an emergency weather situation, Campers will stay safely on the Camp premises under the supervision of Camp Staff until the alert has passed and families will then be asked to pick up their Campers at Camp if bus transportation has been cancelled or at their regular bus stop if bus transportation has only been delayed.

Emergency Transportation

In the event of an emergency, all Campers will follow direction of the Camp Staff supervising Campers in the buses and Families will be notified via our Alert System.

If a bus breaks down and another replacement bus is not available, families will be asked to pick up their Campers at the bus location via our Alert System. If necessary to protect Campers, police will be called to protect Campers and organize traffic, while Campers wait for the replacement bus or their families.

This transportation plan has been received

on _____
(date)

By _____
(name)