



SAINT IGNATIUS

COLLEGE PREP

A Jesuit school founded in 1869.

June 10, 2011

Dear St. Ignatius Parent / Student:

Once again, Barnes School Bus Transportation will be providing shuttle service to / from St. Ignatius from the Ogilvie Station, LaSalle Street Station and Union Station for the 2011-2012 school year.

The morning pick-up schedule is as follows:

NAME OF TRAIN STATION	PICK UP POINT	DEPARTURE TIME
La Salle Street Station	NW Corner of Wells & Van Buren	Bus Will Depart From The Station at 7:35 AM
Union Station	NW Corner of Quincy & Clinton	Bus Will Depart From the Station at 7:40 AM
Ogilvie Station	Corner of Clinton & Madison, Just West of Train Station	Bus Will Depart From the Station at 7:40 AM

We ask that your child arrive at the train station at least 5 minutes early to ensure the punctual departure of our shuttle buses. Before agreeing to utilize the shuttle bus service, please carefully review the above schedule as well as refer to the various train schedules, to determine if this service will be beneficial to your child.

The after school shuttle will depart from Saint Ignatius for the train stations at 3:10 pm. For students that are involved in after school activities, a second bus shall depart at 5:30 pm. On Late Start days, the shuttle bus will always run on its regular schedule. A special schedule will be implemented on early dismissal days, etc. and will be announced to the students during homeroom time.

The price for the shuttle service is \$750.00 for the **entire school year**.

This fee **WILL NOT BE PRORATED** and is **NON-REFUNDABLE**, unless special arrangements have been made, in advance, with Mr. James Barnes of Barnes School Bus Transportation.

Enclosed is a registration agreement for the shuttle service. Please fill out in its entirety- **INCOMPLETE AGREEMENTS WILL BE RETURNED UNPROCESSED**. Each student should utilize a separate form. You will also find the rules and regulations that students will be held responsible for throughout the school year on any Barnes School Bus Transportation vehicle. The rules and regulations are strictly enforced for the safety and well being of all our passengers. Therefore, the signatures of both a parent and the student riding the bus are required on the rules and regulations form.

Please complete your agreement and mail it along with payment before July 15th. Payments should be made by check or money order and should be mailed directly to:

Barnes School Bus Transportation Co.
P.O. Box 439306
Chicago, IL 60643

It is important that your completed agreement and payment is received before July 15, 2011. If there is not a sufficient amount of interest in the morning and afternoon shuttle program, it will not be offered and all payments will be refunded in full.

Upon the receipt of your application and fee, you will receive, in the mail from Barnes, your child's shuttle bus pass. A bus pass must be presented at the boarding of the bus. There is \$20 replacement fee for lost bus passes. Please contact Barnes directly to receive a replacement pass.

Barnes School Bus Transportation continually strives to provide the safest, most reliable and most efficient service possible and is looking forward to servicing your transportation needs this year.

If you have any questions regarding payment, need to report a lost or stolen bus pass or any other inquiries, please call Mr. James Barnes at 773-447-2405

Sincerely,

Tina Bobor
Administrative Director of Facilities
Saint Ignatius College Prep
(312) 421-5900 x444

BARNES SCHOOL BUS TRANSPORTATION
P.O. Box 439306
Chicago, IL 60643
(773) 445-0582 or (773) 447-2405

2011 - 2012 SHUTTLE SERVICE FOR SAINT IGNATIUS

1. There is a \$20 replacement fee for lost / stolen passes. They can be obtained directly from Barnes School Bus Transportation.
2. Returned checks are subject to a \$25.00 handling fee, and must be paid in full within five (5) business days by cash or money order.

GRADE: _____

STUDENT: _____ **PARENT:** _____

ADDRESS:

CITY: _____ **STATE:** _____ **ZIP:** _____

HOME PHONE: _____ **WORK PHONE:** _____

PICK-UP STATION: _____

Train Station School Bus Shuttle is \$750.00, non-refundable, for **both semesters**. This fee will not be prorated.

I understand that by signing this registration agreement for bus service during the 2011-2012 school year, I am agreeing that my child will comply with all Barnes School Bus Transportation rules and regulations. I understand that I am contracting service with Barnes School Bus Transportation Co. for both semesters of the 2011-2012 school year and that this fee is non-refundable unless special arrangements have been made in advance. There will be a \$25.00 handling charge for returned checks. There will be a \$20.00 charge for replacement passes. I further understand that my child's riding privileges will be suspended if any financial obligations are not met.

SIGNED (Parent/Guardian): _____ **DATE:** _____

BARNES SCHOOL BUS TRANSPORTATION CO.

P.O. Box 439306

Chicago, IL 60643

(773) 445-0582 or (773) 447-2405

RULES & REGULATIONS

1. The student's bus pass must be shown each and every time they board the bus. Students will be refused rides if they are unable to present a pass or school identification to the driver.
2. The bus pass is non-transferable to another student. If used in this manner, the pass will be confiscated. If not reported missing or stolen ahead of time, the student(s) involved will lose their riding privileges as well as forfeit all payments.
3. Lost passes should be reported to Barnes immediately. Should a permanent replacement pass be needed, there is a \$20 charge. **The student should contact Barnes directly to obtain a replacement pass.**
4. While waiting for the bus, students are expected to show proper respect for property and the possessions of others, be it fellow students or other citizens.
5. Insubordination or verbal abuse directed toward the driver will jeopardize riding privileges.
6. Heads, arms and legs are never to protrude out of the windows of the bus. Nothing is to be thrown out of the windows.
7. Riders must remain seated while the bus in motion.
8. Riders who vandalize the bus will be billed for the damages and will lose riding privileges, as well as forfeit all payments.
9. Riders are never to assume the position of the driver or manipulate the bus controls. Riding privileges may be revoked and all payments forfeited for such actions.
10. Drugs, smoking, chewing tobacco, fighting, eating, drinking and roller blades are not permitted on the bus.

STUDENT: _____ DATE: _____

PARENT: _____ DATE: _____