

# Transportation

**Waterloo Central School Transportation Department**  
**1719 North Road**  
**Waterloo, NY 13165**  
**(315) 539-1515**  
**Transportation Supervisor - D'Allah Laffoon**

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## General Transportation Policies

### School Bus Scheduling and Routing

Students are transported to and from school under the following criteria:

- K - 2: Any distance from school.
- 3 - 5: Any student who lives more than 1/2 mile from school.
- 6 - 12: Any student who lives more than one (1) mile from their school.

For grades 1 - 12 the district believes in the central pick-up concept. Students may have to walk up to 2/10 of one mile along the road to a pick-up point. For Kindergarten students, the district will provide door-to-door pick-up with the exception of mobile home communities, apartment complexes, and areas where a bus cannot turn around. A centralized pick-up point is established in these situations. The Transportation Supervisor reserves the right to make decisions on the safety of all bus stops in the district.

Prior to the beginning of the school year, information regarding specific bus routes will be mailed to the parents of students who are eligible for transportation.

Special transportation for temporarily physically handicapped students can be arranged by submitting a request in writing from the attending physician to the building principal.

## Transportation To and From Child Care locations

According to school policy, transportation will be provided to and from a student's home or baby-sitter under the following conditions:

1. Location is within the district, on a regular route, and there is room on the bus serving that location.
2. This type of transportation will be provided to Grades K-8 only for babysitters.
3. The transportation is provided on a regular weekly basis. **One day passes will not be issued.**
4. Any changes in location or days require a **five (5) day advance notice** to the principal or transportation dispatcher. **Only two (2) changes per school year will be allowed.**
5. We cannot accommodate requests for transportation to any other point until a new form has been filled out (at either the school office of you child or the transportation office). **No notes to the bus driver or school office will be accepted for changes.** For the safety of the children, **No requests can be taken over the phone.**
6. Please have your child ready/waiting at the bus stop at least five (5) minutes prior to scheduled pick-up.
7. It is extremely important that someone is at home when your child is dropped off in the afternoon. If either you or someone designated by your are not at home to receive your child on more than one occasion, we will ask the Waterloo Police or Child Protective Officials to care for him/her until your return.

Please contact Mr. D'Allah Laffoon or Mrs. Jen Gray at the Bus Garage (539-1515) throughout the year with any questions regarding transportation changes that you may have. **Thank you for your cooperation.**

Transportation Request Forms are available on the website (Use the link on the left hand of the page), at any school building and at the transportation department.

## Route Fares (one-way)

Adults	\$1.00
Seniors 60+	\$0.50
Persons with Disabilities	\$0.50
Children (under 5)	FREE*

\*When accompanied by a fare-paying adult.

## Reduced Fare

Customers 60 years of age and older and customers with disabilities may apply for an RTS Seneca Half Fare Card, which allows them to ride for 50-percent of the full adult fare. Applications for the Half Fare Card are available at the RTS Seneca Office or from any RTS Seneca Bus Operator.

## Route Service

We offer two route services that give you easy access to Seneca Falls, Waterloo, and Geneva. Keep in mind that the bus stops shown on all RTS Seneca routes are only the major stops. There are additional stops along the route. **Please note:** RTS Seneca does not offer weekend service at this time.

## Value Passes

Save extra money with a Value Pass! Value Passes can be purchased on board any RTS Seneca bus and are valid on RTS Seneca, Ontario, Wayne, Genesee, Orleans, Livingston and Wyoming routes.

## Dial-A-Ride Service

We offer Dial-A-Ride service for travel outside ¾ mile of route service curb to curb on a first come, first served basis, Monday through Friday from 6:30am to 6pm within Seneca County. To schedule a Dial-A-Ride, please call 315-539-1844 one business day prior to the ride between the hours of 8am and 4pm.

## Dial-A-Ride Fares (one-way)

Adults	\$3.00
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## Connections to Ontario and Wayne Counties

RTS Seneca connects to Ontario and Wayne counties through RTS Ontario and RTS Wayne. Schedule information for all RTS routes is available at myRTS.com or by calling 585-786-6050.

## Route Deviation Service

We provide Route Deviation Service. The bus may deviate from the route to serve points within ¾ mile off the route, curb to curb. Following an off route deviation, the bus will return to the point on the route it left. If you cannot reach regular bus stops, route deviation may be a good option for you. All of our buses are ADA accessible.

To reserve a ride, call during our regular business hours at least one day before your desired trip, and up to one week in advance. Monday reservations must be called in by 3:00pm on Friday. **Route deviation fares are charged twice the route fare without discounts.**



Effective June 1, 2018  
ROUTES 281 & 282

# Enjoy the ride!

RTS Seneca wants to do more than get you to your destination safely and on time. We want to make your ride enjoyable too. So whether you're riding our route service or our Dial-A-Ride service – we hope you enjoy the ride.

1 DiPronio Drive  
Waterloo, NY 13165  
**315-539-1844**  
myRTS.com

## Geneva City Schools

Gateway to Great Achievements

# Office of Transportation

The Office of Transportation has over 40 staff members, including bus drivers, monitors, mechanics and office staff.

### Acting Director of Transportation

Mr. Mike DelRossa

[E-mail Mr. DelRossa](#)

Phone: (315) 781-4185 ext. 6100

### Contact Us

335 Gambee Road

Geneva, NY 14456

Main office: (315) 781-4185

Fax: (315) 781-7026

Office hours: 6 a.m. to 6 p.m. weekdays



### Policies



## New York State Education Department Regulation 35:18

A district may require children in grades kindergarten through 8 to walk a distance of up to two miles, and children in grades nine through 12 to walk a distance of up to three miles from their homes to their schools.

## Geneva City School Board Policy #5720 Scheduling and Routing

Transportation will be available for all kindergarten students. Kindergarten students who reside within 0.5 mile from the school they attend may ride the school bus. Bus pickup stations for kindergartners will be located 0.5 mile from school. Transportation will be provided for students in grades 1 through 5 who reside more than 0.9 mile from the school they attend, and all students sixth through 12<sup>th</sup> grade who reside more than 1.5 miles from the school they attend. Transportation for students with disabilities not covered by the above will be provided upon written request of the school physician, the Committee on Special Education and in accordance with law. Such cases will be reviewed annually. Transportation will be maintained on a regularly scheduled basis. The schedule for pickup and drop off must be consistent throughout the week.

## Geneva City School Board Policy #7340 Bus Rules and Regulations

The Geneva City School District furnishes transportation to those students whose disability or distances from the school make the service essential. Riding these buses is a privilege and may be withdrawn if the student does not comply with the rules and regulations set forth in this district. Students riding school buses are expected to conform to the rules of conduct in order to permit the bus driver to transport passengers safely. The board of education, the superintendent and/or designee have the authority to suspend the transportation privileges of children who are disorderly and insubordinate on buses. In these cases, the parents/guardians of the children involved become responsible for seeing that their children get to and from school safely. Bus drivers shall be held responsible for reasonable and acceptable behavior of students while riding the school bus.

## Extension of the School Day

Bus transportation is regarded as an extension of the regular school day. The bus ride is a situation in which strict observance of rules is necessary to insure the safety of those who ride the bus. Standards of behavior and respect for others, which are expected in school, are also expected on all buses at all times. School buses are equipped with video and audio surveillance equipment to monitor safety during the bus ride.

## Considerations



Students are subject to change within the first week of school; routes approximately 20 minutes; by the second week pickup and drop-off times should be consistent. Once consistency is established, please have your child at the bus stop five minutes before the scheduled pickup time.

## Address and Temporary Changes

- To avoid confusion and the possibility of misplacing or missing students, the following will apply:
- Transportation changes for the new school year must be received by Aug. 1. Transportation requests for address and child care changes received after Aug. 1 may not be processed until the second full week of school and are subject to existing routes.
- There will be no temporary changes in the pickup and drop off of students. All students will be required to ride the bus that they are assigned and all pickup and drop offs will be at their assigned stops.
- Address and day care changes must be processed through the student's school. The school will then notify transportation of the change and a two to three day processing period will follow.
- Parents and guardians will be notified by transportation when the change is processed. Transportation will provide details of bus number and approximate times.
- Transportation will be maintained on a regularly scheduled basis. The schedule for pickup and drop off must be consistent; fluctuating schedules will not be accommodated.
- Emergency consideration will be allowed if authorized by a school official or transportation director.

## Bus Safety Rules

- A parent or guardian must meet the bus to receive a kindergarten or Head Start student. Kindergarten and Head Start students will not be left with a neighbor, sitter, or sibling unless a drop-off permission slip is on file with transportation. If a responsible party does not meet the bus at the drop-off location the child will be taken back to school and the parent or guardian will be responsible for picking up the child from school.
- Color-coded bus cards are issued for Head Start students; the names of parents, guardians, or responsible adult are listed on the bus card. This card must be presented to the bus driver EVERY time the bus arrives at the drop-off location. If a responsible party does not meet the bus at the drop-off location, the child will be taken back to school and the parent or guardian will be responsible for picking up the child from school.
- Parents and guardians are responsible for assisting students in safely traveling to and from the bus stop.
- Parents and guardians are responsible for assisting student in safely traveling to and from school if the child is not eligible for transportation, if the student misses the bus, or if the child is suspended from the bus.
- Parents and guardians are not permitted to approach a bus during the loading or unloading process in the bus loop at school. If a need exists to get a message to the driver or get a child off the bus; communication must go through the school office.
- Parents and guardians are not permitted to board the school bus for any reason; unless prior authorization is granted by a school administrator. The district reserves the right to file appropriate charges with local law enforcement.
- Children should arrive at the bus stop five minutes early every day. Children who are late for

- Check your child's clothing for the presence of long drawstrings or other dangling items. Dangling items could get snagged in the bus door as the child gets off the bus; they should be removed from clothing
- Insist that your child wait for the bus safely and in an orderly fashion back at least 15 feet from the roadway. Behavior problems at the bus stop can cause hazardous conditions for students
- Students should be visible to the driver; if the driver does not see the student(s) after stopping, the bus shall not wait.
- Students are expected to quickly board the bus without stalling. If the bus driver believes students are purposely delaying boarding the bus, the driver shall give the student(s) a warning and notify the Transportation Office. If the behavior continues, the bus shall not wait for the student(s).
- If a student misses the bus the district shall not alter any bus route to pick up the student.
- When the bus arrives your child should wait for the bus driver's signal before crossing the street or boarding the bus. Children should board in single file.
- Geneva City School District does not transport medication.
- Large objects, skateboards, skis, pets, and glass are examples of objects not allowed on school buses.
- Parents and guardians are responsible to pay for repairs and replacement of school property caused by vandalism or theft.

Geneva Transportation is very proud of the safety record of our school buses and the professionalism of our transportation team. Geneva City School District transportation officials request your help in making children aware of the safety measures necessary both on and off the school buses.



400 West North Street Geneva, NY 14456

[VIEW MAP](#) 

*p:* (315) 781-0400

[CONTACT US](#) | [WEBSITE FEEDBACK](#)

It is the goal of the Geneva City School District that the information on our website be accessible to individuals with visual, hearing, motor or cognitive disabilities. If you are unable to access this website, please call our District Webmaster at (315) 781-0400 ext. 1102.

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ROUTE 281: SENECA FALLS / WATERLOO / GENEVA															
County Office Building	Walmart	Sanders	Park Place	Bridge & Bayard	Hunters Run	Chapin & Meadow	Bove Drive	Beryl & State	State & Fall	Walmart	Sanders	Park Place	Bridge & Bayard	Hunters Run	Chapin & Meadow
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ROUTE 282: SENECA FALLS / WATERLOO / GENEVA															
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County Office Building	Beryl & State	State & Fall	Stanton Meadows	Liberty Plaza	Aldis	Tops	Lakeview	Heights	Wal-Mart	County Office Building	Taylor Brown	E Main Apts	Main & Virginia	Border City	Geneva Hospital
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PM times noted in **bold**.

The bus does not stop.

The bus will stop if someone is waiting.

Please wave down the Bus Operator.

See reverse for route maps.

Service to del Lago Resort & Casino

We offer service to del Lago Resort & Casino through our Dial-A-Ride service. To schedule, please call 315-539-1844 between 8am and 4pm at least one business day before your trip.