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SCITUATE, MASSACHUSETTS 02066

## Bus Use Rules for Scituate METCO Host Family Stays

### **Elementary Students**

- Students in grades 1 through 6 must bring a note, at least 24 hours in advance of the anticipated date of their stay, to their school office. The note must be signed by a parent/guardian and must state the date(s) that the child will be going home with their host family.
- Parents must provide the school with the name and phone number of the host family, as well as an emergency number where the parent can be reached if necessary.
- An adult member of the host family must verify the agreed upon date of stay, in writing or by phone according to the rules of your child's school.
- If a host family student or METCO student normally travels home aboard a school bus, then his/her host student will be allowed to ride from school to the family home aboard the same bus as their host student, **provided that the parent in the receiving family agrees to meet the child at the appointed bus stop upon after-school arrival, and has notified the school and METCO Coordinator, in writing, of same.** Please note that the bus driver is **not** responsible for making sure that a parent meets the bus and will proceed with the designated drop-off of students regardless of whether or not a parent is there.
- If the student is spending the night, METCO & Scituate host students may ride to school together aboard the regular school bus only if the host parent will be accompanying the children to the bus stop in order to insure that the students physically board the bus.
- **METCO parents** must notify the Scituate Public Schools transportation office, in advance, at (781) 545-8750 ext. 306 and let the director know the exact dates their child will be riding the Scituate bus.
- **Scituate parents** must notify the METCO, Inc. transportation office, in advance, at (617) 427-1545 ext. 20 and let the director know the exact dates their child will be riding the METCO bus.

### **Gates Students**

- METCO students in grades 7 and 8 must bring a note, at least 24 hours in advance of the anticipated date of their stay, to their school office. The note must be signed by a parent/guardian and must state the date(s) that the child will be going home with their host family.
- Parents must provide the school with the name and phone number of the host family, as well as an emergency number where the METCO parent can be reached if necessary.
- If a host family student or METCO student normally travels home aboard a school bus, then his/her host student will be allowed to ride from school to the family home aboard the same bus as their host student, **provided that the parent in the receiving family agrees to meet the child at the appointed bus stop upon after-school arrival, and has notified the school and METCO Coordinator, in writing, of same.** Please note that the bus driver is **not** responsible for making sure that a parent meets the bus and will proceed with the designated drop-off of students regardless of whether or not a parent is there.
- If the student is spending the night, METCO & Scituate host students may ride to school together aboard the regular school bus only if the host parent will be accompanying the children to the bus stop in order to insure that the students physically board the bus.
- **METCO parents** must notify the Scituate Public Schools transportation office, in advance, at (781) 545-8750 ext. 306 and let the director know the exact dates their child will be riding the Scituate bus.
- **Scituate parents** must notify the METCO, Inc. transportation office, in advance, at (617) 427-1545 ext. 20 and let the director know the exact dates their child will be riding the METCO bus.

### **SHS Students**

- METCO students in grades 9 through 12 are not required to provide notice of their intent to visit or stay with their host family; however, it is recommended that parents make sure that they have a list of names and emergency phone numbers for host family members and local Scituate friends so that they can reach their children if necessary.
- SHS METCO students are allowed to ride to and from a host family home aboard the regular Scituate school bus provided there is room aboard the bus. METCO students should indicate to the driver that they are Scituate students and that they are traveling to visit a host family.

**It is recommended that host families exchange all necessary information concerning allergies or other medical conditions that could prove useful in an emergency situation. Neither Scituate Public Schools, METCO, Inc., nor the Scituate METCO Director/Coordinator is allowed to divulge this confidential information. Neither Scituate Public Schools, METCO, Inc., nor the Scituate METCO Director/Coordinator is responsible for any arrangements made between host families.**