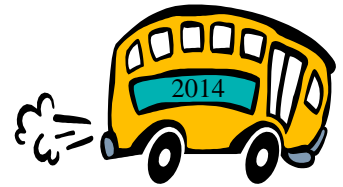


FOR PARENTS A WORD ABOUT TRANSPORTATION



For Your Information:

Please read ALL the following as it contains necessary busing information & procedures.

The safety of our campers is the most important focus of our staff. We work very hard to ensure that the transportation of our campers is efficient and safe. During the 1st week, please have your children ready by 8:00 am, and prepared to board the bus 10 minutes prior to your assigned pickup time.

PLEASE be patient with initial pick up/drop off times on the 1st few days of camp. We are in constant communication with the Bus Counselors and Drivers, and expect that pickup/dropoff times will normalize by the end of week 1

Practice Runs & Bus Counselor Calls – Sunday, June 19

On Sunday morning, June 19, our bus drivers and bus counselors will test-run their routes. During their drive, they will stop at the house to meet you and your child. They will also leave you important information about transportation. If you are not home, they will leave it in your mailbox. You can expect the visit between 9:00 am and 11:00 am. It is not necessary that you are home – the bus counselors will follow up with a phone call if you are not there.

“CDR Bus Ticket”

Each family will be emailed a CDR Bus Ticket with your camper’s name, enrolled weeks, your AM & PM Bus #, your APPROXIMATE AM pick-up time, your pick-up & drop-off locations & confirmation if your camper is enrolled in our before or after care programs.

Please check all information carefully & call the office immediately with corrections.

If you are starting camp on June 27 - you will receive your Bus Ticket via email June 21-24.

Transportation from a JCC/Central Stop

If your transportation is being provided from the WO JCC or Whippany location - please **display your Bus Ticket in your car windshield** when dropping off & picking up your camper. The Bus Ticket quickly identifies you as the parent/guardian.

CDR Pick Up

If you are picking up your child from CDR, bring your ID to the camp office to sign your camper out.

Absences

If your child will be absent from camp please call CDR (973) 929-2901 **by 7:15 am** so we know NOT to stop at your house.

JUST IN CASE - the bus may pass your home anyway. Please display the **“Not going to camp today” sign on your front door** as confirmation that your child is not coming to camp.

Changes in Bus Routes &/or Staff

We will notify you if any significant changes are being made to either your pick-up or drop off bus time, or staff/route changes.

CDR is very pro-active with communication.

If we are aware of any issue that could cause a significant delay in our pick-up or drop-off times, we will send a text message alert. Information on how to enroll your phone number in this system will be given when the bus counselors visit. If you are waiting outside for the bus you should bring your cell phone with you in case we call.

Summer Extensions

Door-to-door transportation is not guaranteed to families who extend during the summer. Pick up may need to be provided at a JCC or central stop if a bus seat is not available. Of course, we will do our best to accommodate all requests.

End of day bus departures begin at 4:00pm & most buses leave camp by 4:15pm. We remind campers to refill their water bottle before getting on the bus. We will alert you if a bus is departing later for any reason.

Special Requests/Play dates, and other changes:

Please contact Jeff in the office. Any changes are dependent on available space.

OTHER BASIC GUIDELINES:

1. The Bus will wait ONE MINUTE for your child. PLEASE BE OUTSIDE AND READY!

- If your child is not ready, it causes delays for the entire route & is unfair to other families on your route.
- If your child is not ready on time, you may need to transport your child to camp.

NOTE: Although the bus may not arrive at the exact same time, please ALWAYS be ready 10 MINUTES BEFORE your **ASSIGNED** time.

2. Breakfast: We ask that campers eat breakfast at home. There is **NO EATING** on the bus.

3. Drivers are not permitted to leave a child at a home without an adult present. If an adult is not home, the child will be returned to a JCC or CDR for pick up. Exceptions can be made for older campers by informing the office in writing of your request. **If a camper is returned to CDR or the JCC, there is a \$25 charge due at the time of pick up.**

BUS/VAN SAFETY:

- Seat Belts Must Remain Buckled at all Times
- No Hands, Heads, Etc. out the Window
- The Bus Counselor’s Instructions Must Be Followed
- Be Considerate of Other Campers Sharing the Ride
- FYI: In accordance with the State law, *the Bus Driver is never allowed to leave the vehicle.*

Buses are checked daily to ensure good working order. Bus Drivers are CDL certified, have submitted medical exams & been fingerprinted by the State. Buses are equipped with safety & communication equipment. A trained CDR staff member is assigned to supervise our campers.

**Central Pick-Ups: Where to Meet the Bus
Lautenberg Family Center (Whippany) and
Cooperman JCC (West Orange)**

Please drive at a slow and safe speed when entering the parking lots of the central pick-up points.

BEFORE & AFTER-CARE:

REGISTRATION IS REQUIRED FOR BEFORE & AFTER CARE

Before & after care supervision is provided at CDR & the WO location. The Whippany location offers pick up and drop off only with a parent. There is no before/after care offered at Whippany. For registration & fee info, call the camp office.

- Camp Deeny Riback: AM Care begins at 7:30am. PM Care ends at 6:00pm. (5:30pm on Fridays)
- W. Orange: AM Care begins at 7:30AM. PM Care ends at 6:00pm. (5:30pm on Fridays)

NOTE: There is a **late fee of \$5 for each 5 minute period** or portion thereof, after 6:00pm (5:30 pm on Fridays). **THIS FEE IS DUE AT TIME OF SERVICE & is given directly to the staff that has remained at the care location.**

- **JCC West Orange Transportation:**
 - **For General AM Drop-off:**
Please drop off your camper between 8:10 and 8:15am in the front driveway by the steps in front of the entrance to the theater. A counselor will assist your camper from the car. **The bus departs no later than 8:20.**
 - **For General PM Pickup**
Please go to the rear of the building, drive through the 2nd parking row, turn left & form a line in front of the south entrance. Make sure your Bus Ticket is displayed in the front windshield and a staff member will bring your child to your car. **Arrive no later than 4:40 pm.** Campers not picked up within 5 minutes of the bus arriving are brought to aftercare at the JCC, where care charges may apply.
 - **For AM Care:**
Drop off your camper after 7:30am at the gym door entrance in the front area of the WO building. A CDR staff member will assist your child out of the car and to the area where AM care is being supervised. **The bus leaves by 8:15 am.**
 - **For PM Care:** Line your car up at the same location in the front of the building, at the gym door entrance. Make sure your "Bus Ticket" is displayed in the front windshield. We will bring your child to your car.
 - If you need to come into the building, please park in the parking lot.
- **Lautenberg Family Center, Whippany Transportation:**
 - Please wait with your children in the horseshoe parking lot. If you are scheduled to drop off or pick up at Whippany, the time will be on your Bus Ticket. For periodic use of this central stop, please contact Jeff for information. **There is no before/after care at this location!**

CDR, Flanders: MID-DAY OR END-OF-DAY DEPARTURES:

If you plan to pick up your child at CDR early, please send a note or email **AND** call to confirm our receipt of the note.

Call camp by 12pm to ensure your camper will be ready for a smooth departure.

For the safety and efficiency of our dismissal procedures:

- Early dismissal must be done before 3pm.
- NO vehicles are permitted in the driveway between 3-4pm.
- The driveway reopens at 4:15pm to allow for parent pick-up.

Due to local regulations, parking on Flanders-Netcong Road is not permitted. Please do not park there & walk to the camp office. This is not a safe procedure.

BUS COUNSELORS (BC):

The Bus Counselor is the liaison between our families & camp. Please give all messages to the BC. Our BC's receive pre-camp training, which covers bus safety, policies and procedures. We have created a calendar of weekly bus activities that each BC oversees. Bus programming can be found on the general camp calendar. Look at the calendar so you can be prepared for some crazy and fun bus activities.

Bus Counselors are trained NOT to answer questions that do not directly pertain to transportation. Please direct these inquiries to Camp office.

FIRST DAY REMINDERS

- PLEASE LABEL EVERYTHING!
- Pack **2 bathing suits & 2 towels.** You should wear the 1st bathing suit under your shorts & bring underwear to change into after the 2nd swim
- Remember **to wear socks & sneakers**
- Bring a sweatshirt, extra pair of socks & sunscreen to leave in your cubby
- **Medications must be in the original prescription bottle with prescription label and must be given to the BC for transfer to the health center.**
- **We MUST have signed Medical & Authorization to Treat forms or your camper WILL NOT be allowed to be on camp grounds**
- NO gum is allowed at camp
- PLEASE do not bring electronics or cell phones
- Please do not wear expensive or favorite clothing or possessions to camp
- Please do not bring money to camp

**If you have transportation questions,
please call our Transportation Director,
Jeff Reiss.**

For non-emergency calls,
please call after 10:00am

