

NWHSC Parents,

Building offices officially open Monday, July 16th; however, administrators are already preparing for our students' first day of school on August 1st. Many teachers are already setting up their classrooms as well. We are fortunate to have a great group of dedicated educators. We are getting ready for the 2018-19 school year!

Edwards Transportation and bus drivers have been busy establishing our new bus routes, and they want to ensure good communication with our families. This [e-link](#) has been posted on our district's webpage to allow parents to view assigned bus stops, bus numbers, and pick-up/drop-off times. Listed below are the steps to using this resource:

1. Go to <http://www.hendricks.k12.in.us/>
2. Click on the "Bus Routes" tab at the top of the page. This tab is also found within Quick Links section of the webpage.
3. Username = first name.last name (example: mike.springer); Password = birth date using mmddyyyy format (example:07132018)
4. Click on Students (School/Transportation Search)
5. Select grade level from drop-down list
6. Type in address and click Find School/Transportation Information. (*If you have different am/pm pick-up and drop-off addresses go to Advanced Search.*)
7. Also, the system is sensitive specific street names. Within the email, we have attached a document that contains the correct street names to be used. You may also click [here](#) for that document.

If you have any problems with this process, you may call your child's school or Dawn Russell at the Administration Center for help. Also, the map within the e-link is currently not functioning. At this point, you are only looking for location of your bus stop, the bus number, and the pick-up/drop-off times.

With our new bus routes, here are some **key changes**:

- Within most neighborhoods, we have **consolidated pick-up and drop-off locations**. When many of you check your bus route information, you will notice that your "bus stop" location is located at an intersection within your neighborhood. It is important that you recognize this location as your assigned bus stop location. This is where your child(ren) will need to board the bus and where they will be dropped off after school. Also keep in mind that kindergarten students will need to be accompanied by an older sibling or an approved adult at their assigned bus stops.
- Due to our **switch to AM dual-routing**, which means our elementary routes are separate from our middle/high school routes, there is no longer a need to have a mass transfer of middle and high school students from one set of buses to another set of buses at our elementary schools each morning. Middle school and high school students will board buses at their own assigned bus stops at a later time than their elementary siblings.
- Out-of-district transfer students will be **ASSIGNED** to an in-district bus stop. Families are not required to use these routes, but it is available to support our transfer families. For middle school and high school transfer students, one of these bus stops will be at an elementary school. By July 17th, we will send letters to our out-of-district families informing them of their assigned in-district bus stop.
- All students **WILL ONLY BE PERMITTED** to board and ride their **ASSIGNED BUS**. In other words, students must be on the roster for a specific bus to ride that specific bus. The exception to this are those rare moments when a student is attending an event, etc. at another student's home and is allow to ride a different bus with a note from the parent/guardian. This is a safety procedure that will be strictly enforced.

Please remember that bus routes typically run late the first week of school. This is true for virtually all school districts. Bus drivers try to address this as much as they can by intentionally started their routes a little early during the first week. It is wise to have students ready and at their assigned pick-up locations 5 minutes prior to the assigned time. It is also important to understand that the bus might be 10 minutes behind schedule. In other words, there may be a 15-minute window within your assigned pick-up time. Again, this is common in many school districts. The same is true for PM drop-off times. It is likely that buses will be running late during the first week of school. On the first day, it is not uncommon for a bus to be 20-30 minutes late to its drop-off location. We ask that parents wait to call Edwards Busing or the schools until 30 minutes past the scheduled drop-off time. If your bus is more than 30 minutes late to a drop off location, feel free at that time to call Edwards Busing at 317-994-5591.

Thank you for your attention to these procedural details. NWHSC and Edwards Busing are committed to working together to provide the best transportation service that we can provide to our families.