

12 Airline Drive
Albany, New York
12205

PH: 518 452-9809
FX: 518 452-9804

cbaalbany.org



CHRISTIAN BROTHERS A C A D E M Y

August 14, 2020

Dear CBA Parent/Guardian,

I hope this letter finds you and your family healthy and that everyone is enjoying summer. This school year CBA will provide transportation opportunities for those students who live outside of school district transportation at points north. This service will be available to families of both CBA and the Academy of the Holy Names.

Beginning Tuesday, September 8th, each morning that CBA is in session, we will run a school bus South on the Northway. The pick-up sites and times are as follows:

- I 87 Exit 15 **Hannaford Shopping Plaza @ 6:30 AM**
- I 87 Exit 12 **Price Chopper @ 6:45 AM**
- I 87 Exit 9 **Park and Ride @ 7:00 AM**

Due to the ongoing Covid-19 Pandemic all riders will have to adhere to strict social distancing guidelines and wear a mask while boarding, riding and exiting the bus. Included with this letter is an addendum outlining all of our COVID-19 policies and procedures for this upcoming school year.

Students will arrive at CBA around 7:30 AM. Due to the postponement of extra-curricular activities and athletics we will not be running a late bus to begin the school year. The bus will depart at 3:30 PM and parents should plan on picking up their son(s) at the site where he was picked up in the morning.

If you are interested in participating in this program, please complete the attached form and return it to the Main Office. The yearly fee is \$1,900.00 (this may be paid in full upon completing the registration form and a \$100.00 discount will be offered OR in monthly installments of \$190.00, done through the FACTS Automatic Tuition Payment Program).

Once registered, your son(s) will receive a bus pass, indicating that he is registered and has permission to ride the CBA bus each morning and afternoon. Attendance will be taken by the school's driver and it is expected that the school's daily online health screening is completed before your son boards the vehicle.

Busing charges will be added to the student's tuition account by the Business Office. Payments should be made in accordance with the option selected on the enclosed form. Any question related to the billing or payment of busing should be directed to our Accountant, Judy LaVardera at x112.

Thank you for choosing Christian Brothers Academy for your son's education. If there are any questions or concerns, please do not hesitate to contact me and I look forward to working with your son this year.

Mr. Matthew Agan `05
Assistant Principal
(518) 452-9809 x144
e-mail: agan@cbaalbany.org

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Transportation Guidance

Christian Brothers Academy will conduct transportation activities that are consistent with state-issued public transit guidance and NYSED School Reopening guidelines. All students who receive transportation from the public school district are encouraged to adhere to CDC and NYSDOH.

School Vehicle

Students who are able will be required to wear masks and social distance on the vehicle and should wear masks at bus stops. Students whose physical or mental health would be impaired are not required to wear a face covering but must be appropriately socially distanced. Disposable face coverings will be provided to students who do not have their own when boarding the vehicle. In order to keep vehicle density low, no more than one student will sit on each bench unless they are from the same household.

Students will be instructed to maintain a six foot distance at bus stops and while disembarking from the vehicle. Students will enter the school building using the entrances designated by the school. Parents will be instructed to not send their student to school on the school vehicle if the student is exhibiting symptoms (eg; fever, etc) and are encouraged to fill out the school's daily online health screening before their son boards the vehicle.

School vehicles will be cleaned and disinfected on a daily basis between the morning and afternoon runs and at the end of the afternoon run. Weather permitting, ventilation will be increased by opening windows and other vents.

Whether a public school district is in session remotely or otherwise, pupil transportation will be provided to Christian Brothers Academy students when we are meeting for in-person sessions.

All students are entitled to transportation by the public school district to the extent required by law. Transportation departments do not have the ability or the right to deny transportation for children who are in foster care, homeless or attend private or charter schools. Parents who may have missed the due date to request out of district transportation due to a reasonable excuse may file a 310 appeal with the Commissioner of Education.

School Vehicle Staff

All drivers, monitors, and attendants will be required to perform a self-health assessment for symptoms of COVID-19 before arriving to work. Drivers who must have direct physical contact with a child must wear gloves. Drivers, monitors, attendants and mechanics that are experiencing any of the symptoms of COVID-19 will notify CBA as per the reporting policies and seek medical attention.

School drivers, monitors, and attendants must wear a face covering along with an optional face shield.

Transportation staff (drivers, monitors, attendants, and cleaners) will be trained and provided periodic refreshers on the proper use of personal protective equipment and the signs and symptoms of COVID-19. Transportation staff should be encouraged to wash their hands with soap and water before and after AM and PM runs to keep healthy and prevent the spread of infection from one person to the next.

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CHRISTIAN BROTHERS
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**Saratoga Bus 2020-2021
Registration Form**

Student's Name _____

Grade _____

Address _____

Parent/Guardian(s) _____

Home Phone _____

Cell Phone _____

E-mail _____

Cell Phone _____

E-mail _____

Please Indicate Location of Pick up/Drop off:

_____ Exit 15 Hannaford Shopping Plaza @ 6:30 AM

_____ Exit 12 Price Chopper @ 6:45 AM

_____ Exit 9 Park and Ride @ 7:00 AM

Method of Payment:

_____ Payment in full: \$1800.00 (due at time of registration)

_____ Monthly Rate: \$190.00 If choosing the monthly rate, payments *must* be made through the FACTS Automatic Payment Program.

Students are reminded that they are young men who have the privilege of attending Christian Brothers Academy and utilizing its transportation service. As such, students are expected to be in full compliance of the CBA Code of Conduct at all times. Any student who exhibits ungentlemanly behavior or damages the bus in any way will be referred to the Assistant Principal for Students and disciplinary action will be taken.

The information we have provided is accurate to the best of our knowledge. We have read and reviewed the terms for participating in this program and agree to the conditions regarding payment and student behavior.

Parent/Guardian Signature _____

Date _____

Student Signature _____