MILTON HERSHEY SCHOOL
CHARTER BUS GUIDELINES AND INFORMATION

A Message for MHS Parents/Sponsors

The charter buses operate as a convenience and a service for you and our students. We need **your** continued assistance and cooperation to insure the comfort and safety of all of our students while they are traveling on the charter buses. We ask that you and your student(s) continue to cooperate with the bus drivers and adult bus monitors, and bus terminal staff so that we can continue the use of these facilities.

Students should board the buses as soon as possible and stay on the buses. It is necessary to load each bus completely and depart the terminals on time to permit us to maintain our established schedules.

Only students returning to campus are permitted in the loading areas and/or on the charter buses. Parents/Sponsors must remain in the terminal waiting areas or loading/staging areas. Please say your "good byes" in the terminal waiting areas or loading/staging areas. If your student needs assistance you should ask another student to help or wait until the driver or the MHS adult bus monitor can assist them.

It is not possible to "save" seats on any of the charter buses. Students traveling together should make sure they are prepared to board the buses at the same time. Seats are available to all on a first come basis.

Students are responsible for everything they bring or load on the charter buses.

- All suitcases, back packs, or other luggage brought on each bus must be tagged with the student's name, campus address, and destination address.
- Students are expected to place all trash, empty cans, etc. in the proper containers either on the bus or as they depart the bus.
- Students should check their seating area and the overhead compartment for any personal items before they leave the bus.
- The following items are **NOT** permitted on the bus: **blankets**, **glass** bottles or containers, **bicycles** and **scooters**, large **boxes** or **trash bags** used for packing.

Headphones must be used with any type of personal entertainment or communication device while the students are on the charter buses. If a student doesn't have headphones, then he/she cannot use their personal entertainment or communication device on the charter bus.

Students must remain in their seats while the bus is in motion except to use the restroom on the bus. However, they must remain in their seats during the rest of the trip and follow all instructions given to them by the adult bus monitors and bus drivers.

Loud talking, fighting, excessive displays of affection, or any other type of inappropriate behavior is not permitted on the charter buses. Each student must respect the rights of all the other students for everyone to be able to enjoy their trips.

***** IMPORTANT INFORMATION - DO NOT DISCARD *****

THIS INFORMATION WILL NOT BE RESENT UNLESS CHANGES ARE MADE

August 2017

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Charter Bus Travel Information

1. **TICKETS ARE NON-TRANSFERABLE:** Bus tickets will be valid for travel only on the charter buses and only for the specific breaks listed on the bus ticket. Lost bus tickets cannot be replaced.

2. **MHS ID'S**: Middle and Senior Division students must have their MHS identification cards with them when they use the charter buses

3. **TRAVEL TIMES**: Travel times are approximate and traffic or weather conditions may cause delays or shorten travel times. Adults and students should be at departure destinations at least ½ hour prior to listed times.

Charter Bus Ticket Purchase

1. **ONLINE PURCHASE**: For advance online purchases with a credit/debit card, log in to the MHS Parent Portal via the mshkids.org website**.** *Deadlines for online purchase is TWO BUSINESS DAYS PRIOR to on campus ticket sales*.

2. **CREDIT/DEBIT CARD**: For advance credit card purchases of charter bus tickets Parent/Sponsors should call Fullington Trailways at 1-888-322-7383. *Deadline for credit card purchase is TWO BUSINESS DAYS PRIOR to on campus ticket sales*.

3. **CASH or MONEY ORDER**: Payment should be received by your Students Houseparents two weeks prior to departure and money orders payable to **Milton Hershey School**.

4. **PURCHASE TICKET ON RETURN DAY**: Provided seats are available, return day charter bus tickets can be purchased directly from the Adult Bus Monitor on the return day. *PRE-PURCHASE TICKET HOLDERS WILL BE SEATED FIRST.*

Student Travel Day Charter Bus Information

You should call the MHS Campus Service Center at 1-717-520-2647 if you have any questions or concerns about the charter buses on the student travel days or check the MHS Internet site. MHS offices are not open on the student travel days. Do not call the terminals at the departure site or the Charter Bus Company.

Thank you for your continued cooperation!

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