

Shuttle Bus/Van Rider Guide **Evangelical Christian Academy**

This guide provides useful information about the ECA Shuttle Bus/Van Service. In general terms, the service is provided to get students to the schools when they open and take them closer to home when the school-day is finished. The system includes transportation between campuses and locations on the outskirts of Colorado Springs.

Please contact the ECA Business Office in order to sign up for this service at 574-0920.

1. Shuttle Fees (per month)

Daily Round-Trip: 1st child in family: \$47; 2nd child in family: \$37; 3rd child in family: \$27; 4th child in family: \$17; Each additional child in family: \$0

One-Way: Half of the Daily Round-Trip Rate (Morning only –or– afternoon only)

10 Punch Pass: \$32 [Recommended for occasional rider(s). One punch provides transportation for one rider in the morning –or– the afternoon – two punches for round-trip. A family is encouraged to purchase a punch-pass for use by their family – punch guidelines apply, see above. Occasional riders must make advance arrangements to assure a van seat.]

Shuttle fees are based on the following factors and are therefore subject to change during the school year: fuel costs, bus/van maintenance costs, driver wages, and ridership.

2. Bus/Van Stop Location Descriptions

Falcon: Wal-Mart at the corner of Woodmen and Meridian. Park in the western slots in the southwest corner of the Wal-Mart parking lot near the Express Lube area. The bus/van will pull around to face its door to the area where you will be parked. Children should be able to enter the bus/van without having to walk in front of behind it.

Monument: Wal-Mart at Jackson Creek Parkway and Leather Chaps in Monument. Driver will be located at the 3rd entrance to Wal-Mart on the right. Children should be able to enter the bus/van without having to walk in front or behind it.

Far-North Colorado Springs: Northwest corner of the New Life Church parking lot. Park in the northwest corner of the New Life Church parking lot near the intersection of Voyager Parkway and New Life Drive. The bus/van meet parents near light pole #15 in the New Life parking lot, located in the NW corner of their property nearest Voyager Parkway. Children should be able to enter the bus/van without having to walk in front or behind it.

Northern Colorado Springs: Wal-Mart at the corner of Powers and Woodmen. Park in the area just a few parking spots west of the recycling area located in the southeast corner of the Wal-Mart parking lot. Children should be able to enter the bus/van without having to walk in front or behind it.

Far-South Colorado Springs: Safeway at the corner of South Academy and Nevada (Hwy. 115). Park in the southeast corner of the Safeway parking lot near the “Wings” place. The bus/van will circle around in front of the “Wings” place for pickup. Children should be able to enter the bus/van without having to walk in front of behind it.

3. Shuttle Schedule (Routes: A = Falcon, B = Monument, and C = Ft. Carson)

Full Day

Morning:	7:00 a.m.	Arrive/Depart Monument Wal-Mart [B]
	7:15 a.m.	Arrive/Depart Falcon Wal-Mart [A]
	7:20 a.m.	Arrive/Depart New Life Church [B]
	7:30 a.m.	South Route Arrive/Depart Safeway (Hwy 115/S. Acad.) [C]
	7:30 a.m.	Arrive/Depart Powers/Woodmen Wal-Mart [A]
	7:50 a.m.	Arrive Secondary campus [A, B, C]
	8:00 a.m.	Depart Secondary for Elementary campus [Bus]
	8:15 a.m.	Arrive at the Elementary campus [Bus]
Afternoon:	2:40 p.m.	Bus waiting at the Secondary campus [Bus]
	2:55 p.m.	Depart Secondary for Elementary campus [Bus]
	3:15 p.m.	Depart Elementary for Secondary campus [Bus]
	3:25 p.m.	Arrive at the Secondary campus [Bus]
	3:30 p.m.	Depart Secondary campus [A, B, C]
	3:45 p.m.	Arrive/Depart Powers/Woodmen Wal-Mart [B]
	3:55 p.m.	Arrive/Depart Falcon Wal-Mart [A]
	4:00 p.m.	South Route Arrive Safeway (Hwy 115/S. Acad.) [C]
	4:00 p.m.	Arrive/Depart New Life Church [B]
	4:15 p.m.	Arrive Monument Wal-Mart [B]

Half Day for Both Campuses

Morning:	7:00 a.m.	Arrive/Depart Monument Wal-Mart [B]
	7:15 a.m.	Arrive/Depart Falcon Wal-Mart [A]
	7:20 a.m.	Arrive/Depart New Life Church [B]
	7:30 a.m.	South Route Arrive/Depart Safeway (Hwy 115/S. Acad.) [C]
	7:30 a.m.	Arrive/Depart Powers/Woodmen Wal-Mart [A]
	7:50 a.m.	Arrive Secondary campus [A, B, C]
	8:00 a.m.	Depart Secondary for Elementary campus [Bus]
	8:15 a.m.	Arrive at the Elementary campus [Bus]
Returning:	11:35 a.m.	Depart Secondary for Elementary campus [C]
	11:35 a.m.	Depart Elementary for Secondary Campus [Bus]
	11:50 a.m.	Arrive/Depart Elementary for South Route (Safeway) [C]
	11:50 a.m.	Arrive at the Secondary campus [Bus]
	11:55 a.m.	Depart Secondary campus [A, B]
	12:10 p.m.	Arrive/Depart Powers/Woodmen Wal-Mart [B]
	12:10 p.m.	South Route Arrive Safeway (Hwy 115/S. Acad.) [C]
	12:20 p.m.	Arrive/Depart Falcon Wal-Mart [A]
	12:25 p.m.	Arrive/Depart New Life Church [B]
	12:40 p.m.	Arrive/Depart Monument Wal-Mart [B]

Half Day at Secondary Campus Only

Morning: Normal morning schedule applies for all students.

Secondary: * There will be not Falcon Route on these days. Falcon riders are encouraged to meet the shuttle at the Wal-Mart at Powers/Woodmen.

11:35 a.m. Depart Secondary campus [B, C]

11:50 a.m. Arrive/Depart Elementary [C]

11:50 p.m. Arrive/Depart Powers/Woodmen Wal-Mart [B]

12:05 p.m. Arrive/Depart New Life Church [B]

12:10 p.m. South Route Arrive Safeway (Hwy 115/S. Acad.) [C]

12:20 p.m. Arrive/Depart Monument Wal-Mart [B]

Elementary: Normal afternoon schedule applies.

Delayed-Start Days

Morning: 8:30 a.m. Arrive/Depart Monument Wal-Mart [B]

8:50 a.m. Arrive/Depart Falcon Wal-Mart [A]

8:50 a.m. Arrive/Depart New Life Church [B]

9:00 a.m. South Route Arrive/Depart Safeway (Hwy 115/S. Acad.) [C]

9:05 a.m. Arrive/Depart Powers/Woodmen Wal-Mart [A]

9:20 a.m. Arrive Secondary campus [A, B, C]

9:30 a.m. Depart Secondary for Elementary campus [Bus]

9:50 a.m. Arrive at the Elementary campus [Bus]

Afternoon: 2:40 p.m. Bus waiting at Secondary campus [Bus]

2:55 p.m. Depart Secondary for Elementary campus [Bus]

3:15 p.m. Depart Elementary for Secondary campus [Bus]

3:25 p.m. Arrive at the Secondary campus [Bus]

3:30 p.m. Depart Secondary campus [A, B, C]

3:45 p.m. Arrive/Depart Powers/Woodmen Wal-Mart [B]

3:55 p.m. Arrive/Depart Falcon Wal-Mart [A]

4:00 p.m. South Route Arrive Safeway (Hwy 115/S. Acad.) [C]

4:15 p.m. Arrive/Depart New Life Church [B]

4:15 p.m. Arrive/Depart Monument Wal-Mart [B]

4. Shuttle Bus/Van Rider Behavior Guidelines

The shuttle service is an extension of the classroom and all ECA rules will apply. Bus and van guidelines will apply to all students using this service. Students should be reminded that it is a privilege for them to ride the ECA Shuttle Bus/Van.

- Riders are to be attentive and respectful of the bus/van driver.
- Riders are to be courteous to one another.
- Riders are highly encouraged to use quiet “conversational” voices during the route.
- Riders are to use seat belts during the ride. When belts aren’t available (bus) please remain seated.
- Riders are encouraged to behave as if they would in the classroom.
- Riders are to be quiet (for enhanced safety) while the bus/van doors are open.
- Riders are to refrain from making gestures to those outside the bus/van.
- Riders should leave their area as clean as they found it.
- Riders should keep their feet on the floor when riding and getting in/out of the vehicle.
- Riders should enter and exit the bus/van in a quiet and orderly fashion.
- Riders should seek permission to open bus/van windows.
- Riders must refrain from throwing any objects inside or outside the bus/van.
- Riders may use electronic devices including I-Pods or cell phones unless the driver asks that they not be used.

Bus/Van Drivers will communicate with parents if students do not uphold these guidelines.

5. Parent and Driver Communications

Bus/Van drivers are discouraged from using their cell phones while driving. However, there may be times when parents and drivers have a need to communicate. Please adhere to the following guidelines in communicating with the driver.

The following guidelines are especially for those families that have children traveling from remote sites (Falcon, Monument, New Life, Woodmen/Powers and Fort Carson).

- The school offices can get word to drivers during regular business hours, with advance notice.
- Parents and drivers are encouraged to exchange cell phone numbers for use as appropriate:
 - When parents would like the driver to wait a minute or two beyond normal.
 - When drivers experience vehicle or traffic problems that delay arrival.
 - When parents know they won’t be using the service and the stop is remote.
 - When other similar situations occur.
- Please leave a message for the driver and they will return your call when it is safe to do so.

In the event of a parent “no-show”:

- Drivers are not to release students from the ECA Shuttle Service unless a parent/guardian or authorized agent is there to receive the student. Parents/guardians may declare an authorized agent by providing a letter to ECA in advance to identify that person.
- Students who are not met in a timely fashion by a parent/guardian or authorized agent will be returned to the ECA Secondary campus and will be kept there until picked up.