

CAMP WIL-LO-LINN BUS GUIDELINES & SCHEDULES

Bus riders should be at the bus stop location 10 minutes before the stated BUS ARRIVAL TIME in order to check in.

Parent / guardian must be present at morning check in. Riders will not be allowed to board unless they are listed on the Bus Attendance List. If you have changed your plans for afternoon transportation - let the bus chaperone know this so she can write down the change on our bus roster.

Turn in Change of Plan forms and new Camper Release forms to bus chaperone. The Bus Chaperone has blank copies of Camper Change forms, Camper Release forms, Camper Pick Up cards and Camper ID cards.

Families who wish to **add a rider** must **notify** the Camp Bus Coordinator (**Camp Director**) in advance to arrange to add their child to the bus roster along with their necessary forms. The bus chaperone can give you a Bus Request form to fill out and turn in to headquarters to get your child on the bus roster. **We cannot add a rider on the spot in the morning.**

If a camper **misses the morning bus**, please **bring them to Headquarters** and check them in so we can verify their place on future bus trips. **Report absences:** If you know that your child will not be taking the bus in the morning (due to illness or change in plans) please **CALL the Camp Bus Coordinator (Camp Director)** immediately to let her know. If your camper will have a **planned absence** from the bus - please **email the camp director** with the dates so the bus attendance can be modified.

Camper pick up cards are required to sign out all campers at the afternoon drop off. To speed the process please make sure that the adult who is submitting the card has it signed and is listed on your Camper Release Form for your child. If someone else will be picking them up - PLEASE CALL THE BUS COORDINATOR before the bus leaves camp to alert her to this fact so the Bus Chaperone can turn your child over to your alternate adult at pick up.

Please be at the Bus Stop for afternoon drop off 10 minutes before the target arrival time to ensure that the unloading happens smoothly. Our bus chaperones are all volunteers and we all appreciate their support for camp so we are very strict regarding late pick ups. There is a \$5.00 fee for campers who are picked up late the first time. Campers picked up late a second time will need to find alternative transportation home for the remainder of camp. The "late fee" is not invoked unless the chaperone has not been busy for five minutes or more and is "waiting" for camper(s) to be picked up.

Bus Schedule – BUSES WILL DEPART AT THE STATED TIME

Note: Departure times are set. Return times may vary somewhat due to traffic.

BUS	LOCATION	A.M. ARRIVAL & DEPARTURE TIMES	P.M. DROP OFF TIMES
BUS A	Riverwest Church 2000 Country Club Rd Lake Oswego, OR	8:15 a.m. ARRIVAL and LOADING 8:25 a.m. DEPARTURE for Camp	3:00 p.m. DEPARTURE from Camp 3:35 p.m. ARRIVAL at Riverwest
BUS B	Rosemont Ridge Middle School (RRMS) 20001 Salamo Rd West Linn, OR	8:05 a.m. ARRIVAL at RRMS and loading 8:10 a.m. DEPARTURE for Camp	3:00 p.m. DEPARTURE from Camp 3:20 p.m. ARRIVAL at RRMS 3:30 p.m. DEPARTURE for Lakeridge
BUS B	Lakeridge High School 1235 Overlook Drive Lake Oswego, OR	7:50 a.m. ARRIVAL at Lakeridge and loading 7:55 a.m. DEPARTURE for RRMS	3:30 p.m. DEPARTURE from RRMS 3:40 p.m. ARRIVAL at Lakeridge