

**EAST ORANGE SCHOOL DISTRICT
CICELY L. TYSON ELEMENTARY SCHOOL**

45 North Arlington Avenue
East Orange, New Jersey 07017
973-414-9222

www.eastorange.k12.nj.us

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Passion Moss-Hasan

Assistant Principal

Makeba McCray

August, 2015

Dear Parent(s)/Guardian(s) of Bused Students:

Please be informed that all busing students who are listed for transportation services must meet at 3:00 p.m. in the Cicely L. Tyson cafeteria to take buses to designated schools.

If students miss the bus, they are required to either stay at the sending school, or if parents/guardians can be contacted, they can pick up the student. If any student(s) from other district schools miss the bus during the morning, the principal of the school that they attend has the option to pick them up from Cicely L. Tyson Elementary School. If this cannot be facilitated, the parent/guardian of this student will be contacted to transport the student to his/her school. If neither of the above two options are available, the last option is for the student to remain at Cicely L. Tyson for the school day; however, it is important to note that any students remaining in the descending school will be written up and the information will be forwarded to the East Orange School District's Operations Department.

Please be reminded that there will not be a late bus available to pick up your children. Therefore, it is imperative that your children stay in the busing area unless otherwise stated by busing area supervisors. All students affiliated with outside busing companies will be housed in a specified area within the school and pick-up personnel will be responsible for retrieving them from that area for their safety. Students will not be paged from the Main Office for bus pickups.

Please ensure that your children become familiar with their bus drivers and bus aides in order to assist us in this process. If your child(ren) is picked up late beyond 4:00 p.m. for a maximum of three times, be informed that this occurrence must be reported to the Division of Operations at the East Orange Board of Education. If the aforementioned exceeds three (3) incidents DYFUS will be contacted for safety purposes.

If you have any question or concerns, please feel free to contact Ms. Braxton or myself. Thank you for your anticipated assistance.

Peace and Greetings,

Passion Moss-Hasan
Principal

“Rising to a Standard of Excellence”