

WORCESTER PUBLIC SCHOOLS

JOHN P. HENNESSEY, JR.
DIRECTOR OF TRANSPORTATION

508-799-3241
FAX 508-799-8215

To: Charter, Parochial and Private School Principals

From: John Hennessey 

Date: May 28, 2019

Re: Transportation Applications

Thank you for your assistance as we complete another year in the successful implementation of our on-line transportation application process. Applications for school bus transportation provided by the Worcester Public Schools for the 2019 – 2020 school year will continue to be accepted only through this on-line process. Each school's unique user name and password will remain the same as this year. Completed forms will be downloadable by us, will not require any additional action at the schools prior to submission, and will electronically record the date and time of submission. Beginning with the 2016-2017 application submissions we added a confirmation number for the successful submission of an application by parents/guardians. This proved to be helpful to both parents/guardians and us.

We recognize that all households may not have home access to a computer. In these cases we ask that you consider allowing access to a school computer to complete this application. As an additional option for those without on-line access, the Worcester Public Library main branch, as well as its satellite branches, has computers available to City residents at no charge.

Included in this packet is a notice to parents/guardians with your school-specific user name and password, as well as transportation start dates for a list of application deadlines updated for the 2019 – 2020 school year. We ask that you distribute copies of the enclosed notice to parents/guardians of students requesting school bus transportation.

As in the past, transportation will be provided by the Worcester Public Schools calendar. Student bus assignments and bus routing will be done exclusively from these on-line applications. Current stops will be eliminated if a new application is not received or the stop is not used for one consecutive week during the school year. Please encourage the parents/guardians of your students to complete an on-line transportation application for each student requesting transportation as soon as possible to assist us in creating the most efficient routes. The application has been re-designed for the 2019-2020 school year.

Active routes can be found in the "Bus Routes" tab under the "Current Families" link at the bottom of the main page at www.worcesterschools.org

Thank you in advance for your continued assistance.

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May 28, 2019

Dear parent/guardian,

Applications for school bus transportation provided by the Worcester Public Schools for the 2019-2020 school year will continue to be accepted only through an on-line application process. Your school's unique user name and password can be found below. Completed forms will electronically record the date and time of submission. Please save the confirmation number you will receive upon successful submission of your application(s).

We recognize that all households may not have home access to a computer. As an option for those without on-line access, the Worcester Public Library main branch, as well as its satellite branches, has computers available to City residents at no charge.

Please note the list of transportation start dates based on application submission deadlines and that the on-line transportation application has been re-designed for the 2019-2020 school year.

We strongly encourage you to submit a completed on-line transportation application for **each student** requesting transportation as soon as possible to assist us in creating the most efficient routes possible. Current stops will be eliminated if a new application is not received. Stops that become inactive during the school year will be eliminated to better serve those students regularly riding. Active routes can be found in the "Bus Routes" tab under the "Current Families" link at the bottom of the main page at www.worcesterschools.org


The website address for this application is: TransApp.worcesterschools.org (do not use www.)

School Name: **Our Lady of the Angels**

User Name: **ola01603** Password: **D5E5B13D922B**

<u>If a Completed Application is Received By:</u>	<u>Transportation Will Begin By:</u>
July 29, 2019	First Day of School
August 26, 2019	September 9, 2019
September 9, 2018	September 23, 2019
End of Day Monday, From Sept. 23 - June 2020	The Next Monday

Respectfully,


John P. Hennessey, Jr.