



BOYS & GIRLS CLUBS  
OF GREATER SAN DIEGO

Mollenkopf Family Branch  
16118 4S Ranch Pkwy  
San Diego, CA 92127  
858-676-2230

## 2025 – 2026 School Transportation Form

I give my permission for the Boys & Girls Clubs of Greater San Diego to transport my child,

\_\_\_\_\_ in \_\_\_\_\_ grade from \_\_\_\_\_  
(Child Last Name, First Name) (School Name)

for the **2025-2026** school-year.

### Emergency Contacts:

Parent/Guardian: \_\_\_\_\_ Work #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Alternate Contact: \_\_\_\_\_ Work #: \_\_\_\_\_ Cell #: \_\_\_\_\_

I hereby give permission for my child to participate in the Club's transportation program. I agree to indemnify or hold harmless instructors, sponsors, officials, employees, and directors of the Boys & Girls Clubs of Greater San Diego ("BGCSD") for any injury that my child might incur while participating in this program. I give my consent for emergency first aid by BGCSD and for emergency treatment by licensed physician or hospital.

**I understand that my child's participation in the program may be revoked at any time due to late payment/failure to follow transportation rules.**

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

School transport is being provided as a convenience to parents/guardians of our members. It is your child's responsibility to:

1. Respect the Leader/Driver and each other
2. Arrive each day on time at the Club's designated meeting spot **(bus leaves 10mins after bell rings) NO EXCEPTIONS**
3. Refrain from using foul language
4. Keep loose items such as pencils, pens, & cell phones in backpacks
5. Keep hands, head, and all objects inside the windows at all times
6. Stay seated at all times even when the bus or van is not in motion. Wear a seatbelt.
7. No turning around while seated
8. No fighting, teasing, or harassing other members
9. No throwing items out of the windows
10. No eating or drinking (water is allowed) on the bus or van
11. No leaving trash or personal items on the bus or van
12. Keep voices down and in a respectful tone
13. No animals allowed on the bus. NO EXCEPTIONS
14. Keep aisle clear at all times
15. Any vandalism to the bus will be paid for by that member's parents/guardians
16. Shirts & shoes are required to ride the bus. NO EXCEPTIONS

### **Transportation Fees are pre-paid each month and due by the 25th**

Note: Children are responsible to arrive at the designated pick-up location on time, so as not to interfere with Club transportation schedules. On occasion when your child may be held up by school personnel, please instruct your child to return to the school office, call their parent/guardian, and arrange for alternate pick up. **Due to high demand and limited space, we cannot**

**accommodate part-time riders.**

**Fees are subject to change without notice. Please follow up with the Club office.**



**BOYS & GIRLS CLUBS  
OF GREATER SAN DIEGO**

Dear Parents,

Please  
Initial

Welcome to the Boys & Girls Clubs of Greater San Diego's Transportation Program. We are pleased that you have chosen the Club to provide safe and fun after-school activities for your child. In order to provide the safest program possible, the following rules will be enforced. Please review them with your child.

1. All riders must wear a seatbelt at all times. NO EXCEPTIONS.
2. Everyone must remain in his/her seat during the entire trip, no switching seats once the van/bus has started to move. All personal items including electronics must be in your child's backpack during the entire trip.
3. **IMPORTANT:** Please call us at **858-676-2230** by 11:30 am if your child **will not** be riding the bus and will not be back to school at the scheduled pick-up time. You are responsible for transportation to the Boys & Girls Club if your child is not present at the scheduled pick-up time.
4. Children are to wait in the designated area assigned by the school. The bus leaves 10mins after the bell rings.
5. We will NOT return to school to pick up a child that has missed the bus. If for any reason your child misses the bus, please instruct your child to go directly to the school office and call you to arrange an alternate pick up. We are unable to go back for children who have missed the bus due to late dismissal or delayed arrival at the bus stop.
6. **TRANSPORATION FEES MUST BE PAID IN ADVANCE. Receipting your payment generates your child's name onto the pick-up roster.** Payments for pick-up will be accepted by the 25<sup>th</sup> of the month for the following month. Any payment received later must be arranged in advance with the Branch Manager. Services may be canceled after three late payments. **NO CHILD WILL BE PICKED UP WITHOUT A COMPLETED CLUB REGISTRATION.**
  - a. **FORMS & PAYMENT:** It is your responsibility to ensure your member's account is current.
  - b. **Payments must be paid in full.** Partial or split payments will NOT be accepted.
7. Non-registered children will not be allowed on the bus. Transportation paperwork must be on file at the Club office in order for your child to ride the bus/van.
8. Your child should not attend if he/she is sick or not feeling well
9. **Once a child is in possession of the bus driver, he/she cannot be released to anyone until they've been driven and checked into the Boys & Girls Clubs.**
10. **Please note: California Administrative Code, Title V, Section 14103 states:**  
*"Pupils transported in a school bus or in a school pupil activity bus shall be under the authority of, and responsible directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation."*
11. If your child violates transportation program rules, the following consequences are in place: (Steps may be skipped depending on the severity of the offense.)
  - 1<sup>st</sup> notice: Written Warning
  - 2<sup>nd</sup> notice: 1-day suspension from bus program
  - 3<sup>rd</sup> notice: 3-day suspension from bus program
  - 4<sup>th</sup> notice: Dismissal from the bus program
12. All children must be picked up from the Club by 6:00 pm. After three late pick-ups, you may be removed from the program.

I/We have read, understand, and agree to the rules listed above. I understand that the transportation program is provided as a convenience to parents/guardians of our members. It is my responsibility and my child's to obey the rules and instructions.

\_\_\_\_\_  
**Parent/Guardian Signature**

\_\_\_\_\_  
**Date**



## Credit Card Authorization Form

### Transportation Program 2025-2026

Child(ren)'s Information:

Last Name(s): \_\_\_\_\_

First Name(s): \_\_\_\_\_

School: \_\_\_\_\_ Grade 25-26 SY: \_\_\_\_\_

I authorize the Boys & Girls Clubs of Greater San Diego to make recurring charges to my credit/debit card listed below and if necessary to initiate adjustments for any transactions credited or debited in error. This authority will remain in effect until the Boys & Girls Clubs of Greater San Diego has received written notification to cancel. Notice must be received by the Boys & Girls Clubs of Greater San Diego at least seven days prior to the recurring charge date in order to cancel the next payment:

Name as it appears on card: \_\_\_\_\_

Type of card ☐ Visa ☐ MC ☐ Discover ☐ AMEX

Card Number: \_\_\_\_\_ Expiration: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Card Holder's Signature \_\_\_\_\_

Date \_\_\_\_\_

Please mark the box(es) on the months you would like your child to attend. **Please note you will only be charged for the months you indicate you would like to attend. You must notify the Membership Clerk by the 20th (the month prior) if you will not be attending a month that is checked.**

**No refund will be given for cancelations requested after the 20<sup>th</sup> (the month prior).**

Fees are subject to change without notice. Please follow up with the Club office.

| CHECK MONTHS TO REGISTER FOR |                                    |                           | OFFICE USE ONLY    |              |              |              |                      |           |                      |
|------------------------------|------------------------------------|---------------------------|--------------------|--------------|--------------|--------------|----------------------|-----------|----------------------|
| Month                        | Monthly Fee<br>(subject to change) | Check Months<br>Attending | Additional sibling | 15% scholar. | 30% scholar. | 50% scholar. | Total Amount Charged | Receipt # | Staff Initial & Date |
| August                       | \$234                              |                           | \$187              | \$199        | \$164        | \$117        |                      |           |                      |
| September                    | \$360                              |                           | \$288              | \$306        | \$252        | \$180        |                      |           |                      |
| October                      | \$414                              |                           | \$331              | \$352        | \$290        | \$207        |                      |           |                      |
| November                     | \$234                              |                           | \$187              | \$199        | \$164        | \$117        |                      |           |                      |
| December                     | \$270                              |                           | \$216              | \$230        | \$189        | \$135        |                      |           |                      |
| January                      | \$324                              |                           | \$259              | \$275        | \$227        | \$162        |                      |           |                      |
| February                     | \$270                              |                           | \$216              | \$230        | \$189        | \$135        |                      |           |                      |
| March                        | \$396                              |                           | \$317              | \$337        | \$277        | \$198        |                      |           |                      |
| April                        | \$306                              |                           | \$245              | \$260        | \$214        | \$153        |                      |           |                      |
| May                          | \$360                              |                           | \$288              | \$306        | \$252        | \$180        |                      |           |                      |
| June                         | \$72                               |                           | \$58               | \$61         | \$50         | \$36         |                      |           |                      |

|                 |                      |  |                 |     |     |
|-----------------|----------------------|--|-----------------|-----|-----|
| Office Use Only | Sibling Discount 20% |  | Scholarship 30% | 50% | 15% |
|-----------------|----------------------|--|-----------------|-----|-----|