

Henderson County Schools Transportation Department

3675 Spring Field

Henderson, Ky 42420

Phone: (270) 831-8120

Fax: (270) 831-8122

Mailing Address:

ATTN: Transportation

1805 Second St

Henderson, Ky 42420



Overnight and Out of District School Bus Trip Guidelines

During overnight school bus trips and out of district bus trips, all adults have to understand the seriousness of their responsibilities and the legal liabilities in supervision. The adults must have knowledge of where students are at all times and must be in close proximity to the students.

- All KHSAA guidelines and board policies should be adhered to
- All sponsors and head coaches should ride on the bus with the team/students.
- Student Adult ratios should be followed: Elementary 10:1 Secondary 15:1
- Sponsors and coaches shall be trained annually to administer medication

Checklist:

✓ Sponsor/Coach Name: Jacey Boston / Elise Dundy Cell Number: 270-830-9368

✓ Date of Departure: 12-7-23 Time of Departure: 5:30

✓ Date of Return: 12-8-23 expected Time of Return: 11:00pm

✓ Adequate Supervision (meets ratio criteria)

Please list Names of Chaperones

✓ Obtain parent/guardian permission forms

Athletic teams/clubs do not need to get a separate permission form for every trip. One at the beginning of the season/year from each student is sufficient

N/A Notify school cafeteria manager of any lunch needs

✓ Follow all Transportation Department guidelines for bus trips

All requests must be in the trip system at least five days prior to the date of departure

✓ Understand any student's medication needs and/or medical conditions

Coaches must carry all player's physicals on any away and overnight trips

✓ Attach a trip list of students to the principal/designee and a rider's list to the bus driver

Rider's list must contain all rider's names and an emergency contact name and number

✓ Attach and itinerary

Other specific needs _____

Elise Dundy
Signature of Person submitting form

Debra Thomas 11/30/23
Signature of Principal/Designee

This form must be submitted 10 days prior to the date of the trip to the principal or designee.

Bob James

December 7, 2023
Estimated Itinerary for UCA Competition

Winchester, Ky

5:30 PM	Leave HCHS
7:30 PM	Stop for bathroom & bus break
9:00 PM	Arrive at hotel/Assign Rooms
10:00 PM	All athletes in their rooms & bed checks

December 8, 2023

7:00 AM	Wake Up Call
9:00 AM-10:00 AM	Breakfast
10:30 AM-12:00 PM	Practice
12:00-2:00 PM	Team Lunch
2:00-3:00 PM	Get Ready/Leave for Competition
4:00 PM	Arrive at George Roger Clark High School
6:00 PM	COMPETITION
8:00-9:00 PM	Awards

HCHS CHEERLEADING
BUS LIST

Cheerleader Name	Cheerleader Name
Allinder, Ana Claire	Latta, Madi
Blanford, Mya	Mackeller, Kenna
Camber, Pate	Marsh, Brennan
Chandler, Chloe	Mills, Whitney
Coomes, Tess	McCraken, Hannah
Dalton, Ainsley	Risley, Meah
Rendle, Reese	Sellars, Aubree
Richard, Annaleigh	Shelton, Lilly
Eblen, Hadley	Smith, Sadie
Fulcher, Sophia	Thompson, Kinsley
Grogan, Meryl	Troxel, Courtney
Hallmark, Autumn	Wiggins, Elayna
Hargiss, Jacy	Wolfe, Kate
Harrison, Allisen	Zehner, Addalie
Hazelwood, Clara	
Joyce, Sophie	
Kennedy, Kaylee	
Jacey Boston: Coach	Elyse Dowdy: Coach



Henderson County Schools Transportation Department

5675 Airline Road

Henderson, Ky 42420

Phone: (270) 831-5120

Fax: (270) 831-5122

Mailing Address:

ATTN: Transportation

1805 Second St.

Henderson, Ky 42420

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- All KHSAA guidelines and board policies should be adhered to.
- All sponsors and head coaches should ride on the bus with the team/students.
- Student:Adult ratios should be followed: Elementary 10:1 Secondary 15:1
- Sponsors and coaches shall be trained annually to administer medication

Checklist:

___ Sponsor/Coach Name: Tyler Smithhart Cell Number: 270-860-4957

___ Date of Departure: 12/19/23 Time of Departure: 11:00am

___ Date of Return: 12/21/23 Expected Time of Return: 8:00pm

Adequate Supervision (meets ratio criteria)

****Please List Names of Chaperones****

Tyler Smithhart

Joey Drumport

Ryan Haire

Tyson Lyons

Obtain parent/guardian permission forms

****Athletic teams/clubs do not need to get a separate permission form for every trip. One at the beginning of the season/year from each student is sufficient****

Notify school cafeteria manager of any lunch needs

Follow all Transportation Department guidelines for bus trips

****All requests must be in the trip system at least five days prior to the date of departure****

Understand any student's medication needs and/or medical conditions

****Coaches must carry all player's physicals on any away and overnight trips****

Attach a trip list of students to the principal/designee and a rider's list to the bus driver

****Rider's list must contain all rider's names and an emergency contact name and number****

Attach and itinerary

___ Other specific needs:

Tyler Smithhart

Signature of Person submitting form

[Signature] 11/21/23

Signature of Principal/Designee

This form must be submitted 10 days prior to the date of the trip to the principal or designee.

LCA Trip Itinerary-

Basketball

12/19

11:00am Depart HCHS

4:00pm Arrive in Lexington

4:30pm Meal

7:30pm Game 1

10:00pm: Return to Hotel

11:00pm: Bedtime

12/20

8:00am: Breakfast

10:00am: Stretch/Film

2:00pm: Game Time

5:00pm: Dinner

8:00pm: Team Meeting

11:00pm: Bedtime

12/21

8:00am: Breakfast

10:00am: Stretch/Film

2:00pm: Game Time

5:00pm: Leave for Henderson

8:00pm: Arrive Home

Henderson County Varsity Roster (12 Players):

Varsity Number:	Player Name:	Position:	Grade:	Height:	Weight:
#0	Max Thompson	F	12	6'4	190
#1	Cole Branson	G	11	6'1"	150
#2	Davin Paris	G	12	5'8	155
#3	Cooper Davenport	G	11	6'0"	160
#4	Dwaine Moss	G	11	5'11	145
#5	Alec Satterfield	G	11	6'1"	150
#11	Trajdon Davis	F	11	6'2	190
#12	Nick Belle	G	12	5'11"	180
#14	Elijah Suggs	F	11	6'5"	180
#24	Lacon McKinney	G/F	11	6'1"	180
#25	Yusef Sonogo-Kendrick	C	12	6'5	275
#30	Omarion Barrett	F	12	6'2	175
Players who will Rotate into the remaining Varsity Jerseys:					
#15					
#21					
#22					
#23					
#30					
#32					
#33					

Henderson County Schools Transportation Department

175 S. Main Road

Henderson, Ky 42420

Phone: (270) 831-8126

Fax: (270) 831-8122

Mailing Address:

ATTN: Transportation

1805 Second St.

Henderson, Ky 42420



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Checklist:

Sponsor/Coach Name: Stephen Haile Cell Number: 270-823-2470
 Date of Departure: 12-27-23 Time of Departure: 9:30 am
 Date of Return: 12-30-23 Expected Time of Return: 10:00 pm

Adequate Supervision (meets ratio criteria)

****Please List Names of Chaperones**** Mary Beth Parker, Derek Phillip, Adrienne Cruise, Stephen Haile, Danny Perkins

Obtain parent/guardian permission forms

****Athletic teams/clubs do not need to get a separate permission form for every trip. One at the beginning of the season/year from each student is sufficient****

Notify school cafeteria manager of any lunch needs

Follow all Transportation Department guidelines for bus trips

****All requests must be in the trip system at least five days prior to the date of departure****

Understand any student's medication needs and/or medical conditions

****Coaches must carry all player's physicals on any away and overnight trips****

Attach a trip list of students to the principal/designee and a rider's list to the bus driver

****Rider's list must contain all rider's names and an emergency contact name and number****

Attach and itinerary

Other specific needs:

Stephen Haile
Signature of Person submitting form

Andrew Thomas 11/21/23
Signature of Principal/Designee

This form must be submitted 10 days prior to the date of the trip to the principal or designee.



Trip ID#: _____

Henderson County Schools Transportation Request for Extracurricular Trips

Requested by:	Stephen Haile		
Date Submitted:		School:	HCHS
Group:	Girls' Basketball		
Funding Source for Trip Cost:	Athletics		
Destination:	Scottsville, KY		
Purpose of Trip:	Compete in Lady of the South Basketball tournament		
Date(s) of Trip:	Dec. 27-30, 2023		
	Departure Time (CST)	Arrival Time (CST)	
To the Event:	9:30 AM / PM	11:30 AM / PM	
On Return Trip:	7:45 AM / PM	10:00 AM / PM	
Street:	1545 Bowling Green Road		
City, ST:	Scottsville, KY	ZIP	42164
Number of Students	13	Number of Adults	6
Total:	19		
Number of Vehicle(s) Required:	Bus	1	SUV
			Car
	Will you require a handicap-accessible bus?		Yes <input type="radio"/> No <input checked="" type="radio"/>
	Does the driver need to remain with group during the event?		Yes <input checked="" type="radio"/> No <input type="radio"/>
Emergency Contact Number of Sponsor:	(270) 823-2470		
Additional Requirements:			
Medical Needs:			
Employee Signature:	Stephen Haile		

Office Use	ORG:		PROJ:	
	Principal Approval:	Debra Thomas		
	Date of Approval:	11/30/23		

**2023-24 HENDERSON COUNTY LADY COLONELS
SCOTTSVILLE TRIP ROSTER**

<u>Name</u>	<u>Class</u>	<u>Emergency Contact & Number</u>	
JaNyla Locher	Freshman	Charlotte Cavitt	(270) 702-2707
Bella Estabrook	8 th Grader	Sarah Fleming	(812) 306-7199
Azayah Hall	Freshman	Brittany Hamilton	(270) 832-6835
Addy Gish	Sophomore	Whitney Gish	(270) 577-7754
Jersey Gardner	8 th Grader	Glenda Gardner	(270) 860-0478
Anna Kemp	Junior	Sara Kemp	(270) 869-7828
Allyson Rideout	Junior	Stacey Rideout	(270) 724-6654
Rashia Cansler	Junior	Jada Cansler	(270) 823-4413
A'Tylia Green	Sophomore	Tori Green	(270) 860-4611
Ainara Gojenopa	Senior	Mark Veal	(270) 748-0733
Brooklyn Gibson	Sophomore	Amie Gibson	(270) 577-7135
Callie Burnett	8 th Grader	Katie Burnett	(270) 213-0176

HEAD COACH: Stephen Haile

ASSISTANT COACHES: Danny Perkins, Mary Beth Parker, Derek Phillips, Adrienne Cruse

Henderson County Schools Transportation Department

1000 S. Irvine Road
Henderson, Ky 42420
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Checklist:

Sponsor/Coach Name: Ted Thompson Cell Number: 812-887-4500
 Date of Departure: 3/30/24 Time of Departure: _____
 Date of Return: 4/6/24 Expected Time of Return: afternoon Early Evening

Adequate Supervision (meets ratio criteria) Ted Thompson
 Please list Names of Chaperones Josh Jugelewski
Zach Cupps
 Obtain parent/guardian permission forms
 Athletic teams/clubs do not need to get a separate permission form for every trip. One at the beginning of the season/year from each student is sufficient

Notify school cafeteria manager of any lunch needs
 Follow all Transportation Department guidelines for bus trips
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 Attach a trip list of students to the principal/designee and a rider's list to the bus driver
 Rider's list must contain all rider's names and an emergency contact name and number

Attach and itinerary Will do when rosters are finalized.
 Will do when schedule is released.

Other specific needs: _____

 Signature of Person submitting form

_____ 11/21/23
 Signature of Principal/Designee

This form must be submitted 10 days prior to the date of the trip to the principal or deslqnee.



Trip ID#: _____

Henderson County Schools Transportation Request for Extracurricular Trips

Requested by:	Ted Thompson		
Date Submitted:		School:	HCS
Group:	Baseball		
Funding Source for Trip Cost:	Athletics / District		
Destination:	Destin, FL		
Purpose of Trip:	Baseball Tournament		
Date(s) of Trip:	3/30/24 - 4/6/24		
	Departure Time (CST)	Arrival Time (CST)	
To the Event:	9:00 AM <input checked="" type="radio"/> PM	6:00	AM <input checked="" type="radio"/> PM
On Return Trip:	9 AM <input checked="" type="radio"/> PM	6:00-7:00	AM <input checked="" type="radio"/> PM
Street:			
City, ST:		ZIP	
Number of Students		:	20
Number of Vehicle(s) Required		Car	
Will you require a driver?		Yes	<input checked="" type="radio"/> No
Does the driver need to remain with the group?		Yes	No
Emergency Contact Number			500
Additional Requirements:			
Medical Needs:			
Employee Signature:			

No bus required.
Parent transportation option.

Office Use	ORG:		PROJ:	
	Principal Approval:			
	Date of Approval:			