

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



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: Tyler Simms Cell Number: 270 339 5408

Date of Departure: 3/15/24 Time of Departure: 1:00 PM

Date of Return: 3/16/24 Expected Time of Return: 6:00 PM

Adequate Supervision (meets ratio criteria) T. Simms, Jr Woods
****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****

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: N/A

[Signature]
Signature of Person submitting form

[Signature]
Signature of Principal/Designee

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

Lady Colonels STATE Tournament
ELITE 8 Game - Friday, March 15, 2024
RUPP ARENA

I HAVE LEFT ALL TIMES AS CENTRAL! Hopefully, this makes it easier for you to read and to plan.

12:45 pm - Load instruments in van

1:00 pm - Depart for RUPP ARENA

430 W Vine St, Lexington, KY 40507

***Potty break/snack run in Elizabethtown

5:00 - 6:00 pm - Dinner in Lexington

6:30 pm - Arrive at RUPP

7:30 pm - Game starts

9:00 pm - Game ends (approximate)

9:30 pm - Depart for Hotel

Avid Hotel - Hamburg Area - 1810 Bryant Road, Lexington, KY 40509

12:00 am - Lights out

IF THE LADIES LOSE ON FRIDAY - We will depart Lexington at 8:30 CENTRAL to head for home.

IF THE LADIES WIN ON FRIDAY - They will play in the FINAL FOUR at 12:30 pm on SATURDAY!!!!!!

If THE LADIES LOSE the 12:30 game we should be back at HCHS around 6:00 pm.

IF THE LADIES WIN THE 12:30 GAME - THEY WILL PLAY FOR A STATE

CHAMPIONSHIP on Saturday evening at 6:30 CENTRAL!!!!!! We would depart for HCHS at the conclusion of the trophy presentations.

*** Bring \$\$\$ for FOOD!!! Between 2 - 5 meals worth!

*** Wear your PEP BAND SHIRT and cheer LOUD!!!!!!

*** This is the STATE TOURNAMENT!!! Let's give our ladies the cheering section they deserve!

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Checklist:

✓ Sponsor/Coach Name: Tyler Simms Cell Number: 270 339 5408

✓ Date of Departure: 4/5/24 Time of Departure: _____

✓ Date of Return: 4/6/24 Expected Time of Return: _____

✓ Adequate Supervision (meets ratio criteria)

****Please List Names of Chaperones**** Tyler Simms, Jennifer Marks, Allison Adams, Samantha Ball, John Woods

✓ 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

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✓ Attach and itinerary

Other specific needs: _____

[Signature]
Signature of Person submitting form

[Signature]
Signature of Principal/Designee

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2024 SCGC Winter Guard Championships

Western KY University Diddle Arena

1605 Avenue of Champions

Bowling Green, KY 42101

April 5 - April 6 2024

Friday April 5 - Varsity friends please wear jeans/black leggings and your guard shirt to the arena

Lunch/Load 12:00-1:30

Arrive and Load	12:30
Depart HCHS	1:00PM
Arrive at Hotel	2:30PM
Leave for the Mall	3:00 - 5:00

Back to the hotel by 5:30 - There is a Chick Fil A in the hotel parking lot if students are still Hungry after the mall

JV you will use this time to get ready - must be in full uniform

Depart Hotel for Stadium	7:30
JV Warm Up	9:37 Warm Up A
JV PERFORM!!!	9:58
JV Awards	10:26

It is a full retreat so everyone must stay in uniform

Depart for Hotel	11:30 PM
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Country Inn & Suites
535 Wall Street
Bowling Green KY 42104

Lights out	12:00 AM
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Saturday April 6 - JV friends please wear black leggings/jeans and your guard shirt to the arena

Breakfast at Hotel	7-9:00AM
VARSITY you need to be fully ready by 11:30 to warm up in the hotel parking lot	
Depart for WKU	12:30
Arrive at WKU	1:00
Varsity Warm Up	2:28 Warm Up B
VARSITY PERFORM!!!	2:49
Full Retreat so everyone must stay in uniform!	
Varsity Awards	3:52

After Awards we will find food and decide if we plan to stay for the second half of performances
Tentative Home time is 11:00 pm