

Henderson County Schools Transportation Department

5675 Airline Road
Henderson, KY
Phone: (270) 831-5120
Fax: (270) 831-5122

Mailing Address:
ATTN: Transportation
1805 Second St.
Henderson, KY 42420



Overnight & 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
- Sponsors and coaches shall be trained annually to administer medication.

Checklist:

- ☒ Sponsor/Coach Name: Tyler Smithhart Cell Number: 270-860-4957
- ☒ Date of Departure: 6/5/25 Time of Departure: 9:00 am
- ☒ Date of Return: 6/7/25 Expected Time of Return: 1:00 pm
- ☒ Adequate Supervision (Meets Ratio Criteria) Tyler Smithhart, Ryan Haire,
Please List Names of Chaperones Ervin Miller, Jason 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 Request 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 an Itinerary
- ☐ Other Specific Needs: _____

Tyler Smithhart
Signature of Person Submitting Form

Bob Jensen
Quinn Shuman
Signature of Principal/Designee

This Form Must be Submitted 10 Days Prior to the Date of the Trip to the Principal/Designee

The mission of Henderson County Schools is to provide extraordinary educational opportunities for every student.
Equal Educational and Employment Institution

WKU Team Camp Itinerary-

6/5/24

9:00am: Depart HCHS

11:00am: Arrive at WKU Campus

12:00pm: Camp Meeting

1:00pm: Games Start

5:00pm: Dinner

8:00pm: Situational Tournament

11:00pm: Bedtime

6/6/23

8:00am: Breakfast

9:00am: Games

12:00pm: Lunch

1:00pm: Games

5:00pm: Dinner

6:00pm: Games

11:00pm: Bedtime

6/7/23

8:00am: Breakfast

9:00am: Tournament Starts

12:00pm: Depart WKU

[illegible]

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Checklist:

- ☐ Sponsor/Coach Name: Tyler Smithhart Cell Number: 270-860-4957
- ☒ Date of Departure: 6/20/25 Time of Departure: 8:00am
- ☒ Date of Return: 6/21/25 Expected Time of Return: 10:00pm
- ☒ Adequate Supervision (Meets Ratio Criteria)
Please List Names of Chaperones Tyler Smithhart, Ryan Haile
- ☒ 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
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[Signature]
Signature of Person Submitting Form

[Signature]
Signature of Principal/Designee

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Lexington Catholic Trip Itinerary

6/20

8:00am: Depart HCHS

11:00am: Arrive at Lexington Catholic

12:00pm: Game 1

3:00pm: Game 2

6:00pm: Return to Hotel

8:00pm: Dinner

10:00pm: Bedtime

6/21

8:00am: Breakfast

12:00pm: Game

1:00: We will play again if we win

3:00: If we win 2 games we will go eat and stay the night.

6/23 TBA

8:00am: Breakfast

12:00pm: Game

1:00: We will play again if we win

4:00pm: Return Home

Lexington Catholic Roster

Xavion Johnson
Amare Stewart
Jarren Byrum
Travis Little
Braden Williams
Kingston Shidler
Landon Smith
Mikey Woolfork
Jahmarion Isabel
Brayden Dennis
Maliekye Taylor
Xavier Jones