

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



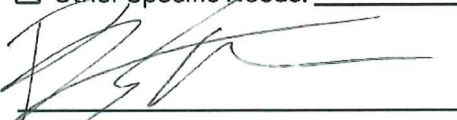
Overnight & Out of District School Bus Trip Guidelines

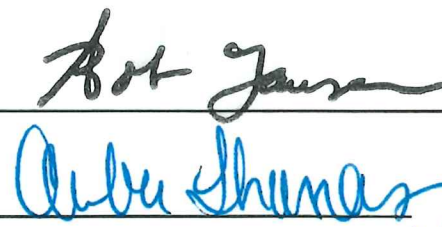
During overnight school bus trips and out of district bus trips, all adults have to understand the seriousness of their responsibilities and the legal liabilities in supervision. The adults must have knowledge of where students are at all times and must be in close proximity to the students.

- 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: Benson Pryor Cell Number: (270) 860-0962
- ☒ Date of Departure: 07/18/2025 Time of Departure: 12:00pm
- ☒ Date of Return: 07/20/2025 Expected Time of Return: 4:00pm
- ☒ Adequate Supervision (Meets Ratio Criteria) Benson Pryor Josh Benton Ryleigh Amstrong
Please List Names of Chaperones Kevin Steele Max Wawron
- ☒ Obtain Parent/Guardian Permission Forms Will do after tryouts on 7/10/2025.
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 Tip 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
Will do after Tryouts on 7/14/2025.
- ☐ Attach an Itinerary
- ☐ Other Specific Needs: _____


Signature of Person Submitting Form


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

Boys Soccer
2025 Bluegrass State Games – Itinerary

Fri. 07/18/2025

Depart HCHS @ 12pm
Arrive in at Hotel @ 5pm EST
Team Dinner

Sat. 07/19/2025

Game 1 @ 9:30am EST
Team Lunch
Game 2 @ 3:30pm EST
Team Outing @ Fayette Mall

Sun. 07/20/2025

Game 3 @ 9:30am EST
Depart Lexington Directly After the End of the Game
Arrive in Henderson @ 4:00pm*

Coach Contact Info

Benson Pryor
(270) 860-0962
benson.pryor@henderson.kyschools.us

Hotel Info

TownePlace Suites – Lexington South/Hamburg Place
1970 Vendor Way
Lexington, KY 40509
(859) 263-0018

Game Location Info

Masterson Station Park
3051 Leestown Rd
Lexington, KY 40511

Trip ID#:

Henderson County Schools

Transportation Request for Extracurricular Trips

Requested by:	Benson Pryor		
Date Submitted:		School:	HCHS
Group:	Boys Soccer		
Funding Source for Trip Cost:			
Destination:	Lexington, KY		
Purpose of Trip:	Soccer Game(s) Blue Grass State Games		
Date(s) of Trip:	07/18/2025 - 07/20/2025		
	Departure Time (CST)		Arrival Time (CST)
To the Event:	12:00 AM/PM	4:00pm AM/PM	
On Return Trip:	12:00 AM/PM	4:00pm 6:00pm AM/PM	
Street:	1970 Voodoo Way		
City, ST:	Lexington, KY	ZIP	40509
Number of Students	24/44	Number of Adults	5 Total: 29/49
Number of Vehicle(s) Required:	Bus	<input checked="" type="checkbox"/> 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) 360-0962		
Additional Requirements:			
Medical Needs:			
Employee Signature:			

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