



Rules & Regulations

Congratulations! You have officially signed your child up to ride the **Bret Johnson Orthodontics Patient School shuttle**. Please read the bullet points below outlining the office protocol for the shuttle and what your responsibility as the parent will be in order to ensure pickups and drop-offs are done as efficiently as possible!

- All scheduling for the shuttle will be on a first come first serve basis. This ensures equal opportunity for all.
- All patients must be old enough/big enough to ride without the use of a booster or car seat.
- Only patients are to be transported in the shuttle. No family members or friends may join unless they are scheduled patients to be picked up as well.
- The driver will physically check in with the school and wait until all patients riding the shuttle are checked out. The driver will then escort all patients into the shuttle.
- Once all appointments are complete in the office, the driver will walk all patients back to the shuttle and return them to school.
- The driver will have a school official sign off that all patients were checked back in and returned to school, and once the driver has returned to the office, he will send a text through our messaging system alerting the responsible party that their child was picked up and returned to their school without incident.
- Inclement weather: For safety purposes, the shuttle will not operate if the conditions of the roads are unsafe. Dr. Bret will make the final decision on whether or not the shuttle will operate due to the weather; it will be our goal to notify all patients 48 hours in advance if we anticipate the shuttle will not run, however, given sporadic weather, we may not know until last minute.
- All responsible parties must sign a **School Release Authorization** form and a **Request for Transportation** form for each school year. A copy must be emailed/given directly to Bret Johnson Orthodontics with another copy being given directly to school officials prior to the pickup. We have notified schools of the shuttle, but please reiterate all information when delivering both forms to your child's school.
- The parent must notify school officials of a pickup date each time one is scheduled.

If you have any further questions or concerns regarding the shuttle or pickup times, please feel free to contact our office at (509)466-2666. Thank you for signing up to ride the **Bret Johnson Orthodontic Patient School Shuttle!**

Smile Out Loud!