



GREAT FUTURES START HERE

Adams Club
Administrative Office
550 SE 27th St.
Topeka, KS 66605
785-234-5601 phone
785-234-4512 fax
www.bgctopeka.org

Dear Parents, Guardians and Club members,

Safety continues to be the number one priority for Boys & Girls Clubs of Topeka and we need your help to ensure your family's precious cargo arrives safely. Boys & Girls Club transportation is a privilege. The main goal of our drivers is to transport Club members to their destination safely. When a member is being too loud, not sitting properly, demonstrating bullying behavior, inappropriate language, etc. it can be distracting for a driver. Depending on the severity of the action or the number of times a member has to be redirected a vehicle misconduct notice will occur with the following consequences:

First write-up – Verbal warning or a 3-day suspension from transportation

Second write-up – 3-5-day suspension transportation

Third write-up – 5-10-day suspension transportation

Fourth write-up – 1-month suspension from transportation

Fifth write-up – Member will be suspended for the remainder of the Summer Session or school semester

Boys & Girls Clubs of Topeka will reserve the right to issue a higher consequence depending on the action of the member involved.

Please support us in helping our members to be safe while transporting and assist the drivers in all efforts to provide a positive atmosphere while riding.

Amy Mullins, Vice President of Operations
Boys & Girls Clubs of Topeka
amymullins@bgctopeka.org
785-234-5601, ext 311