



Appendix C
Family Plan - Unexpected Events

Family Plan – Unexpected Travel Events

A vital part of Travel Training is to learn about safe traveling. The (designated school personnel) will teach your child how to stay safe while en route to and from school or any destination that you have approved. The (designated school personnel) will also teach your child what you, as parents/guardians, have written on the Family Plan and want him/her to follow when he/she is unable to complete her commute due to unforeseen circumstances. With a Family Plan in place, your child will learn to follow what you have written when unexpected events occur. These events may include subway, train, or bus delays for whatever reason; missed train, bus, or flight connections; trip cancellations due to inclement weather; and other unforeseen circumstances.

The Family Plan gives directions to your child on what to do and whom to contact should an unexpected event occur. The plan should list all the name/s of designated contact/s, and their contact information (e.g., pager addresses, telephone numbers, addresses, etc.). The (designated school personnel) will instruct your child to become familiar with its contents and to have a copy of it in his/her person at all times. To reinforce its importance, please review the contents of the Family Plan with your child, other members of your family and anyone who is listed as a contact. The (designated school personnel) will also keep a copy of the Family Plan in your child's central file.

To serve as your guide, you can use the following outline or develop your own plan. Please return the completed and signed Family Plan to the school before travel training begins.

What student must do . . .	Family Plan	Contact Information
If stranded at a subway station:		
If stranded at a bus stop/station:		
If stranded at the train station:		
If stranded at the airport:		
If stranded in the school/dorms:		
If stranded at the shopping mall:		
If cannot take any public transport system:		
If scared or feels unsafe:		
If fare card or money is lost:		

Parent's or Guardian's Signature

Today's Date