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INTRODUCTION

WHAT IS A SCHOOLPOOL?

A SchoolPool is a way of sharing in the duties of getting children to and from school. SchoolPool options include carpooling, walk pools (“walking school buses”), bike pools (“bike trains”) or arranging bus buddies for school buses or public transit. Two or more families agree to share responsibilities by trading days as pool leaders. Many parents have taken up SchoolPooling as a way to save time, save money and provide a safer way for their children to get to school.

This guide will assist schools in setting up Neighborhood SchoolPool Networks in which one or more parents act as “captains,” helping organize all interested parents in their neighborhood into a larger pool of families. The guide will show:

- How to delineate neighborhoods,
- Techniques for accumulating names and contacts within those neighborhoods,
- How captains can organize their neighborhoods, and
- How to promote the program.

DEFINITIONS

Walk Pool or Walking School Bus
A Walk Pool, also called a Walking School Bus, is formed when one or more adults walk with children to and/or from school on a regular basis—daily, or weekly. Middle and high school students may want to form their own Walk Pool without parent supervision. Marin Walking School Bus Guide (link to walking school bus guide in the Captain’s guide) National Walking School Bus Guide http://guide.saferoutesinfo.org/walking_school_bus/index.cfm

Bike Pool or Bike Train
A Bike Pool or a Bike Train includes one or more adults who bike with children to and/or from school. Depending on the age and ability of the children, a Bike Pool generally requires a greater ratio of adults to children than does a Walking School Bus. As with Walk Pools, middle and high school students may want to form their own Bike Pool with minimal or no parent supervision, depending on the age of the students and their level of skill and responsibility.

Neighborhood Captain
See page 19

SchoolPool Organizer
See page 19
Why Create Neighborhood SchoolPool Networks

Many parents have already chosen to SchoolPool. They carpool with a neighbor or have initiated Walking School Buses within their neighborhood. These individual efforts have proven very effective in saving parents time and money. Many parents would be willing to SchoolPool, but need help getting started. Parents may not be aware of other potential partners in their neighborhood. A SchoolPool network will bring all interested parents together to form a larger group of potential SchoolPool partners. A bigger pool of parents who participate in walking or biking groups reduces the amount of time any individual needs to spend accompanying the children to school. Larger numbers give parents greater opportunities to find SchoolPool partners whose children are of similar ages, and who share the same time schedules.

When a school forms a Neighborhood SchoolPool Network it has a greater ability to reduce traffic congestion around the school and promote the health and well being of the children and the community. The network ties in well with other Safe Routes to Schools efforts, such as weekly Walk and Roll to School Days, contests and other events.

Benefits of SchoolPool

- Save Time
- Save Money
- Reduce Traffic Congestion
- Increase Safety
- Meet Your Neighbors
- Less Pollution
- Improve Health
Neighborhood SchoolPool Creates Lifelong Friends

When my daughter was in first grade in 2001, I started a carpool with one of her classmates who lived in the same neighborhood. That carpool soon grew into four families. We started carpooling together because it made sense since we traveled the same route every day, but we were also motivated to make it work because we wanted to drive less.

We organized an easy schedule and each mom picked one day to drive. From then on, I only had to drive to school once a week – what a timesaver! Every Wednesday, we all biked to school with our kids. We took younger siblings on bike extensions while we taught the first graders how to ride safely.

As the kids grew older they continued to bike every Wednesday on their own as it became less and less cool to bike with Mom or Dad. But I still loved waving goodbye to my daughter every Wednesday (with a cup of coffee in my hand) as she confidently rode away on her bike to join the other neighborhood kids.

It’s now 2010 and we carpool our children to Middle School, two miles away. When it’s time for high school, I know they will keep traveling green thanks to our neighborhood habit of traveling to school together.

– Laura, Deer Park neighborhood, Fairfax, California

Whole Family Stays Active

In 2006, when our kids were in kindergarten and 3rd grade, we were contacted by a neighbor to get together at her house to discuss ways to get our kids to school together instead of us all driving them by ourselves. She had volunteered on a Safe Routes to Schools committee at our school to organize our neighborhood school pools. Three families agreed to bike once a week on Walk to School Day Wednesdays at the start. It worked so well that now we bike with them whenever we can if the weather permits. We don’t use a formal system; we just call each other the night before or sometimes in the morning. And when we can’t bike we set up carpools. My daughter has made a good friend we might not have met without the SchoolPool. My son now walks to the middle school and we all still bike with the younger kids to school whenever we can.

– S.B., Sycamore Park mom, Mill Valley
A Neighborhood SchoolPool Network requires dedicated volunteers and adequate planning to be effective. However, once a program is set up properly, it should require minimal maintenance and you will be able to reintroduce the program each school year. Steps involved include:

- Form a committee
- Identify neighborhoods
- Map your neighborhoods
- Identify neighborhood residents
- Recruit and train neighborhood captains
  - Contact the neighbors
  - Hold a neighborhood gathering
  - Organize SchoolPools
  - Promote the program

Creating Neighborhoods for Your School
Form a Committee
To develop a strong Neighborhood SchoolPool program at your school you need to start with the right people. At a minimum, you need parent volunteers who are willing to devote some time to the setup and launch of the program. Administrative involvement is recommended, preferably the school’s principal or assistant principal. Parents are more likely to participate in a program if they see it supported by the top administrator of the school. If the school has an existing Safe Routes to Schools Task Force, the committee can be comprised of existing Task Force members.

Participants can include:
• IT specialist
• Transportation director
• Facilities director
• Teachers
• Law enforcement
• City council representative
• City public works
• School board trustee
• Students

The committee’s main function is to identify neighborhoods, assist in the creation of neighborhood maps, help identify neighborhood residents, recruit neighborhood captains, and promote the program. It is best to initiate the committee in the latter part of a school year in order to be ready to launch at the beginning of the next school year. It is also recommended to set a regular meeting time—at least once a month when setting up, with possible sub-committees meeting more frequently. Meetings should be continued during the summer, if possible, to ensure that you are ready to launch when school starts. TAM’s Safe Routes to Schools (SR2S) will help facilitate the meetings and take notes. Documenting the process enables those who will continue the program to have a record of decisions made.

Identify Neighborhoods
SR2S staff will provide committees with a base map that shows school locations, streets, parks, and other relevant information, such as the school’s enrollment area. When identifying neighborhoods, the committee should consider the logical routes that people would take to school, taking into account street connectivity and topography.

If possible, SR2S staff will determine the populations in those neighborhoods. School districts often have a breakdown of student population to help determine school assignments. The goal is to have enough students in a neighborhood to create matches, but not have more students than a volunteer can organize. Initially, one captain can likely handle a group of around 100 students or about 50 to 60 families. A school of around 400 students will usually have six to ten neighborhoods depending on the geography of the community.
Map your Neighborhoods

Once the neighborhood boundaries have been determined, SR2S staff will digitize this information and create an overview map of all the neighborhoods. Further described in the next section, these maps can be used in a variety of ways to identify other residents within a particular neighborhood.

After a school has completed its neighborhood map, a future undertaking will involve creating walking and biking route maps. School route maps are effective tools for informing the school’s community of the safest, most convenient and accessible routes to school. They can identify areas to avoid owing to traffic, lack of signage, or other conditions. Maps can include locations of crossing guards, park-and-walk sites, carpool meet sites, and safety tips. If there is a City public works representative on the committee, he or she can assist in identifying the best routes, and placing neighborhood boundaries.

( Blackburn

Identify Residents

Modern technology provides many options for identifying the students within each neighborhood. There are simple methods to determine the approximate locations of your students, as well as more complex solutions that provide even more information. Be sure to provide safeguards to protect privacy, including asking parents to either “opt out” or “opt in” to the program.

Street Directory

A quick and easy way is to sort the school directory data by street name and address (assuming the parents have given permission for use of their information). First, create separate fields for the address number and the street name, then re-sort the information by street name and do a secondary sort by street number. This will give you a list of parents in order of their address and streets. While this will not completely correspond to your map, it will give a general idea of which students live within each neighborhood. You can then send those parents the neighborhood maps with your initial outreach.

Pre-Determined Neighborhoods

Designate and name neighborhoods before parents fill out their school registration forms. Include a special field that asks the parents to identify their neighborhood (provide the map so they can see where they live). You can then sort your database by those neighborhoods.

Neighborhood SchoolPool Program

The Transportation Authority of Marin (TAM) offers a Neighborhood SchoolPool matchlist website to all schools in Marin County. Parents can sign up for SchoolPool and receive a list of other families in their neighborhood who are interested in walking, biking, or driving to school together. If there is a captain for the neighborhood, he/she will be responsible for contacting those parents who signed up and coordinating matches based on where people live, as well as the children’s grade.
Creating Neighborhoods for Your School

GIS Mapping
The committee can also use geographic information system (GIS) software to merge the school database with its neighborhood map. This approach, however, will require special software and a GIS specialist. Check with your City staff to see if this system is available and if a GIS specialist would be willing to be of assistance. Once the GIS specialist knows the boundaries of your designated neighborhoods, he or she will be able to generate a list of residents for each neighborhood.

Social Media
Many neighborhoods already have existing email groups (Yahoo Groups, Google Groups etc.) which can provide an effective way to identify and communicate with families in your area. Neighborhood-based websites such as Nextdoor.com have the advantage of being private social networks; each member’s address must be verified before it is added to the network. To create a Nextdoor site you simply provide your neighborhood boundaries to Nextdoor, who in turn will create the neighborhood site for you. Then it is up to you to spread the word to your neighbors about the site, including promoting it through the local schools if possible.

Recruit Neighborhood Captains
Recruiting neighborhood captains is much the same process as recruiting any volunteers. You need to work with your PTA and other well-connected parents to determine who might be interested in participating.

The job of captain may be appealing to people who are already walking or biking, show an interest in carpooling, and/or are concerned about traffic safety. Unlike many school volunteer jobs, the captain’s job is focused on the parent’s local neighborhood. It has definitive tasks that get easier over time. During the launch, the captain will need to do extensive outreach, which can be supported by the School committee. Safe Routes to Schools, has materials such as e-blast templates, posters and guidebooks. Once the program is launched, if the launch is successful, the captain will not need to be doing as much outreach and will instead be fielding contacts from interested parents. All of this can make it an attractive job for a civic-minded parent who wants to get involved without being overwhelmed.

Like any volunteers, captains need to be acknowledged and rewarded for their efforts. Recognize them in your school newsletter or in school assemblies. When you bring your captains together for follow-up meetings, provide snacks and drinks.

Bring your captains together and review the Captain’s Guide (http://www.saferoutestoschools.org/captains_guide.html). Ask them to review the routes and make recommended changes. They can also identify any safety issues within their neighborhoods which can then be addressed as part of the regular Safe Routes to Schools process to create a School Travel Plan (Saferoutesinfo http://guide.saferoutesinfo.org/steps/index.cfm).

Download available:
Promoting Your Program

Here are some general ideas on how to promote your SchoolPool program. Many of these activities will overlap with your other Safe Routes to Schools activities.

Make Program Sign-up Convenient
Include program information and an application in back-to-school packets. Allow parents to sign up for SchoolPool during other school functions such as Back to School night, Kindergarten registration, parent-teacher conferences, open houses, PTA meetings and other organized events. The program will work best if the principal or other high level administrator promotes the program at these events.

Set up an attractive, colorful table at events to attract attention. If the event has a registration desk, try to set up your table next to registration, where it will receive the highest traffic. It is beneficial to have the school staff make the suggestion to parents to complete a SchoolPool application and direct the parents to the table. Parents who sign up for a SchoolPool could receive a gift for completing the application at the event. The application could also be postage-paid so parents who receive an application in their school registration packet can mail it in at no cost to them. To make processing even easier, have computers set up at the table so parents can register online.

Communicate With Your Community
Publish articles in the school newsletter, and/or develop your own newsletter or flyer. Speak to the PTA and other school groups. Invite the community to a special SchoolPool program meeting to explain the program. Post notices, advertise in your school newsletter, and e-mail or call everyone who has expressed interest. A personal contact will make people more likely to attend.

Repetition, Repetition, Repetition
Repetition is the key to the continued success of your SchoolPool program. The program should be promoted by maximizing its visibility through repeated outreach to potential parents. The rule of thumb in marketing is that people need to hear and/or read about an event several times before they pay attention. Personal contact increases the likelihood of participation. The more times children and parents hear about the program, the better the chances of participation. Having teachers and respected adults promoting the program can greatly increase visibility and results.
Flyers and Banners
Post flyers around the school. Make your flyers attractive by using eye-catching graphics; you might even find a volunteer who has experience in graphic design to help you design your flyers. Be sure to include all of the important information—including the overview map—but don’t load up your flyer with too much text. Pictures often tell the story better. Make sure your flyers are easy to read and that the most important information is big and bold. You also can make large banners.

Backpack Mail
Many schools have a day every week when they send home notices with the students (“backpack mail”). This is an excellent and low-cost opportunity to communicate with parents on a regular basis. Send home your flyers along with more detailed information on the program. This might also be a good way to distribute the maps and/or sign-up information.

School Newsletters
Some schools have newsletters that are sent home or emailed periodically. Use the school newsletter as an opportunity to talk about the SchoolPool program. Contribute brief articles to the newsletter on a regular basis. Be sure to announce deadlines, events, and other information in at least two separate issues of the school newsletter. Publish success stories so parents can see how others are benefiting from SchoolPools.

E-mail
E-mail is an excellent tool for communicating with busy people. At all meetings and events, collect email addresses and develop a comprehensive e-mail list to keep individuals informed. Keep your e-mail messages short and to the point. Many schools have their own e-mail lists and you may be able to make use of these. Captains should communicate with their lists on a regular basis to keep people up to date on their progress and successes.

Websites and Social Networks
Create a presence on your school web site so people can find the maps and any up-to-date information on the program. Make use of Facebook and other social networking venues to communicate. Your neighborhoods can even set up a group Facebook site so they can communicate about schedule changes and special events.

Phone Trees
Many schools set up phone trees for each class. Some schools even have sophisticated phone systems that can call all school parents with automated announcements.
I Carpoled to School Today!

Create Themes
Alameda County (http://www.transformca.org/sr2s/parent-champions) has created themes for every month. For example, in April use the theme of Earth Day to promote Schoolpooling for environmental reasons. Invite the school nurse or other health professionals to give talks on the importance of clean air. Invite the local air district or the heart/lung association to give out information. Hold an environmental fair at the school. Classroom-based activities help to raise awareness and get students excited about the program. Combine classroom activities so that they happen in the same week or in the week leading up to your event. This helps to build enthusiasm for the event.

Media Relations
(link to SchoolPool info media info)
Send out press releases to announce your events and contests. Follow up every press release with a phone call. Media outlets receive numerous press releases, so a phone call will increase your chances of getting their attention. Form a relationship with the editor or a writer and be sure to call them every time you have a newsworthy story. The editorial page is also an excellent opportunity to get more publicity for your program. Have team members write letters to the editor, or longer opinion pieces.

Have fun with your SchoolPool program. People are attracted to those with positive attitudes. You will get more cooperation from your city and school officials when you are positive and upbeat.

Remember, you’re not only an organizer, you’re a cheerleader too!
Establishing School Policy

The best way to ensure sustainability for your program is to establish school policy that specifically promotes walking, biking, bus and carpool, encourages support for your SchoolPool program, and supports other Safe Routes to Schools initiatives such as education, contests, and events. Mill Valley has developed policies that institutionalize Safe Routes to Schools.

Mill Valley School District

Safe Routes to School (SRTS) Administrative Regulation

Mill Valley School District support for walking, biking and carpooling to Mill Valley Schools.

AR 5142.2

Students

The Mill Valley School District recognizes that walking and bicycling to school promote students’ physical activity and reduce vehicle traffic and air pollution in the vicinity of schools. The District also recognizes that for students who do not live close enough to school, carpooling reduces traffic in the vicinity of the school and creates a safer environment for those who walk or bicycle. Therefore,

• The District encourages all students to walk or bike or to carpool to school.

• In order to reduce congestion and ensure that more children have the option to walk or bike to school, the District will assign students to the closest school to their home, whenever possible, and in accordance with the District’s student placement procedures.

Mill Valley School District support for safety education at school

The District wants to ensure that students have a safer trip to and from school. Students benefit from bicycle and pedestrian safety education to help make the trip safer and instill confidence in students, parents, and community members. Therefore,

• The District will encourage bicycle and pedestrian safety education be provided that is structured for the appropriate grade and age levels, such as that provided by the Transportation Authority of Marin (TAM) Safe Routes to Schools program.

Mill Valley School District participates in Mill Valley Safe Routes to School Task Force and Encourages Schools to Participate

The District supports the community-based task force organized by TAM Safe Routes to Schools. The SR2S TF collaborates with the school district, the city and county and volunteers from the schools to discuss and plan for measures to improve the safety of children and encourage walking and biking to school.
Mill Valley School District. Safe Routes to School (SRTS) Administrative Regulation (cont.)

• The District will participate in the community-based task force, organized by Safe Routes to School;

• The District urges each school site to identify a team leader or liaison to attend the Task Force meetings and to coordinate each school’s Safe Routes Committee which oversees and coordinates school activities, participates in SR2S programs, promotes walking, biking and carpooling to school; and identifies strategies to improve student safety along routes to school.

Mill Valley School District supports the annual fall and spring evaluation of participation in the SR2S program

• The District requests that each school participate in the fall and spring student tally surveys which will help evaluate the progress being made by measuring the number of children walking, bicycling and carpooling. SR2S provides data analysis and report preparation of student tallies. Caltrans requires the use of these evaluation forms by grant recipients.

Mill Valley School District encourages safety and responsibility

• The District regards the riding of bicycles to and from school by students and others as an assumption of responsibility by students, parents/guardians, and others. This responsibility extends to the care of property, in the observation of safety rules, and in the display of courtesy and consideration towards others. The District assumes no liability for injuries or damage occurring outside school property.

• The District strongly recommends that students and their parents/guardians follow recommended bicycling safety guidelines and always use their common sense and good judgment. School employees and parents/guardians are role models for all children, and older children should be models for younger children. Role models have a responsibility to follow the laws and rules for safe walking, bicycling and driving to ensure the safety of all road users (pedestrians, bicyclists, and motorists).

First reading: December 14, 2011.
Mill Valley School District

Safe Routes to School (SRTS) Board Policy

Mill Valley School District support for walking, biking and carpooling to Mill Valley Schools.

BP 5142.2

Students

The Governing Board recognizes that walking, bicycling, and other forms of active transport to school promote students’ physical activity and reduce vehicle traffic and air pollution in the vicinity of schools.

As part of the district’s coordinated approach to supporting student wellness and safety and enhancing student learning, the Superintendent or designee shall develop and implement strategies to establish and promote Safe Routes to School program activities.

(cf. 0450– Comprehensive Safety Plan)
(cf. 3510– Green School Operations)
(cf. 3514– Environmental Safety)
(cf. 5030– Student Wellness) (cf. 5142– Safety)

The Superintendent or designee may identify a program coordinator or establish district and/or school site committees to oversee and coordinate related activities.

The Superintendent or designee may collaborate with local public works and public safety departments, transportation agencies, other city and county agencies, school staff, students, parents/guardians and parent organizations, health organizations, community organizations, and/or businesses in the development, implementation, and evaluation of strategies.

(cf. 1020– Youth Services)
(cf. 1220– Citizen Advisory Committees)
(cf. 1230– School-Connected Organizations)
(cf. 1400– Relations Between Other Governmental Agencies and the Schools)
(cf. 1700– Relations Between Private Industry and the Schools)
(cf. 6020– Parent Involvement)
Strategies shall be based on the grade levels of the students and an assessment of the conditions and needs of each school and the surrounding neighborhoods.

The Superintendent or designee shall explore the availability of grant funds and other sources of funding to support related projects and activities. The Transportation Authority of Marin provides the Safe Routes to School programs at no charge.

To assist with program evaluation, the Safe Routes to School program has developed a standardized survey of parents/guardians’ attitudes about allowing their child to walk or bicycle to school as well as student tally forms for recording the modes of travel that students use. NCSRTS recommends that a district use these forms both before and after implementation of a project in order to evaluate changes in attitudes and behaviors. NCSRTS also provides data analysis and report preparation of parent surveys and student tallies. Caltrans requires the use of these evaluation forms by grant recipients.

The Superintendent or designee shall periodically report to the Board on the implementation of program activities and progress toward program goals. Such reports may include, but not be limited to, levels of participation in promotional and educational activities, survey results of parent/guardian attitudes about allowing their child to walk or bicycle to school, tallies of the numbers of students using various modes of travel to and from school and how these numbers have changed over time, records of student attendance and on-time arrival, and injury data within the school and/or district attendance boundaries.

First reading: December 14, 2011.
(Name),

wish to be a member of a SchoolPool

We agree to the following rules: (discuss these with your parent and place a check mark in each box below).

1. □ The pick-up place each morning will be __________________________ at _____ a.m.

2. □ The SchoolPool will gather at school at __________________________ at _____ p.m.

3. □ Student will be on time.

4. □ Student will listen to the volunteer SchoolPool Driver.

5. □ Arrangements will be made so that someone will be at home to meet the student after school or:

6. □ We (parent and student) agree that the student can be dropped off at home after school with my own house key.

7. □ Student will not go to school or leave school by his or herself, or with friends, or anyone else unless they have their parent’s written permission and the SchoolPool driver knows about this arrangement.

8. □ We will notify the volunteer driver if the student is not going to travel to or from school with the SchoolPool for any reason.

For Those Walking or Biking

1. □ Student will obey all traffic rules and demonstrate safe pedestrian/cyclist behavior.

2. □ When biking, student will always wear a helmet and obey traffic signs.

3. □ Student will not speed ahead or keep the group waiting by going too slowly.

Late Policy

• If the student is late after school and the SchoolPool has already gone, student will inform the school office so that arrangements can be made for his or her safe journey home. Student will wait in the office until his or her parent/caregiver comes to pick him or her up. Parent/caregiver is responsible for getting the student to or from school if late.

One Chance Rule

• Student understands that if he or she behaves in an unsafe manner in traffic, or does not listen to and obey the directions of the volunteer driver, the student will be given a warning and the parent/caregiver will be informed. This will be the first and last chance. If the student does not follow the rules and behavior expected, we understand that the student will not be allowed to continue being a member of the SchoolPool.

Parent Signature

_________________________________________

Date

_________________________________________

Child Signature

_________________________________________

Date
## SchoolPool Participants List

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**SchoolPool Organizer**

The SchoolPool Organizer is the main organizer of the SchoolPool program. His/her responsibilities would be to:

- Participate in identifying the neighborhoods within the school district
- Participate in identifying the routes and key landmarks on those maps
- Recruit volunteers from each neighborhood to act as captains for that neighborhood
- Train and support the volunteer captains:
  - Provide them with an overview of the program, its goals and objectives
  - Pass along the lists of the people in each neighborhood interested in participating in the neighborhood network
  - Provide templates of email communications for captains to send to interested participants
  - Keep the captains updated on the progress of the program
  - Provide the captains with tips for organizing in the neighborhood
  - Inform captains of any incentive programs sponsored by the school’s Safe Routes to School program.
  - Optional – organize Riding with Youth bike training for families

**Neighborhood Captain**

Neighborhood Captains are responsible for organizing SchoolPools within their own neighborhoods. They will use the lists generated through the SchoolPool program to contact families within their designated neighborhood and help them to organize these SchoolPools on a regular basis. A Neighborhood Captain’s key responsibilities are:

- Inform neighborhood of locations and schedules for walking school buses and bike trains
- Help to match up people geographically and by mode choice
- Provide route map information (if available), tips and guidelines
- Use email templates to do outreach and provide updates to members of their neighborhood network
- Provide all neighborhood participants with email contacts
- **Optional:** Organize neighborhood gathering so people can meet each other and discuss possible travel options.
- **Optional:** Create a list serve or set up a Facebook group or nextdoor.com site to allow ongoing communications among participants.
Tips for Organizing a SchoolPool

Register on SchoolPoolMarin.org to receive a match list of other families who are interested in walking, biking, carpooling or taking the bus to school together and travel the same route as you...

1. Once you receive your match list, call or e-mail others on the list to discuss starting a SchoolPool. If you do not receive a match list right away, the system will send you an email as others sign up.

2. Everyone on your match list has indicated an interest in finding SchoolPool companions, so contact them to discuss the types of SchoolPools they are interested in, the number of days to and/or from school, the number of kids and their ages to see if it’s a match.

3. If you are forming a SchoolPool with people you may not know, consider arranging to meet first at school. The sample SchoolPool Pledge Form covers SchoolPooling etiquette that members can sign or use for discussion purposes.

4. Once you have agreed to SchoolPool, exchange home and cell phone numbers and e-mail addresses. Arrangements made on e-mail must be confirmed by the recipient; otherwise a call should be made. (See Pledge Form).

5. Remember, a SchoolPool does not need to be everyday or both to and from school to have a big impact. Please carpool, walk, bike, or use the bus as often as possible. Every vehicle mile reduced is significant. Walkers and bikers can carpool when it gets stormy.

6. If you are carpooling with people you don’t know well, consider riding with each other the first time you each drive.

7. Set expectations for the time to meet, the location and departure times and discuss what you will do if another family is late. See Pledge Form.

8. Consider a trial period of a few weeks to see if the new SchoolPool arrangement is working for everyone.

9. Please consider picking up others on your way to school, even if they cannot reciprocate. They can provide rides after school or at other times. Every car trip reduced helps!

10. Informal SchoolPooling with your neighbors works, too. Families can call their neighbors to see if their kids are walking or biking or can carpool that day. A schedule can be developed when possible.

11. Please make sure all drivers of a carpool have a current license and insurance.

12. A “Walking School Bus” is a group of neighbors who walk to school picking up kids along the way or by meeting at a set location. The rule of thumb is to have one adult for six children. Be sure an adult is at the front and the rear of a large group.

13. A “Bike Train” is a group of kids who bike together to or from school. If the group is under age 12, there should be one adult for each four children, one in front and one in back. Young children biking to school should always be accompanied by an adult.

14. To deal with an emergency situation, please make sure you have the correct contact information of all parents with whom your child(ren) schoolpool.

Register for SchoolPool at www.SchoolPoolMarin.org

If you would like to be anonymous at first, consider using a temporary e-mail address you set up on your personal e-mail account to submit on your registration. Be sure you check it regularly.
Sample Maps

SchoolPool
Neighborhood Map

Brookside Elementary
School

Neighborhoods
1. Hawthorne Hills
2. Fairfax
3. The Flats
4. Saunders/Sir Francis Drake
5. Indian Rock Hills
6. Carlson/Alameda

School Enrollment Boundary

Parks and Open Space

0 375 750 1,125 1,500 Feet

5/9/2012