

# New Student Bus Transportation 2021-2022

## (Use separate form for Alternate Caregiver Request)

NOTICE: The Department of Transportation may need one (1) working day upon receipt of this form in order to coordinate transportation to and from school.

Date Completed: \_\_\_\_\_

Student's Name: \_\_\_\_\_ Grade \_\_\_\_\_ Magnet \_\_\_\_\_

Student's Home Address: \_\_\_\_\_

Enrollment School: \_\_\_\_\_

Transportation Needed  AM  PM

Parent/Guardian Name (Print): \_\_\_\_\_

\*Parents/Guardians will be notified by the school when Transportation is approved. \*

\*Active Email Address for Transportation Communication: \_\_\_\_\_

Parent/Guardian Phone #: \_\_\_\_\_ Alternate Phone #: \_\_\_\_\_

### K4, K5 and 1<sup>st</sup> Grade parents:

When the bus arrives at the stop in the afternoon, a parent/guardian or authorized individual should be at the bus stop with an authorized escort card, to escort the K4, K5 and 1<sup>st</sup> grade students whether the student is alone or in a group. An authorized individual who may escort a K4, K5 and 1st grade student should be an adult or student who is 2nd grade or older. Escort information is required in the information section below. The individual will then be issued an authorized escort card indicating to the bus driver they are serving as an escort. One person can serve as an escort for multiple children.

I GIVE THE FOLLOWING PERSON(S) PERMISSION TO ESCORT MY K4, K5 and 1<sup>st</sup> GRADE STUDENT FROM THE DESIGNATED BUS STOP:

NAME: \_\_\_\_\_ NAME: \_\_\_\_\_

GRADE/AGE: (only for students) \_\_\_\_\_ GRADE/AGE: (only for students) \_\_\_\_\_

RELATIONSHIP TO STUDENT ESCORTED: \_\_\_\_\_ RELATIONSHIP TO STUDENT ESCORTED: \_\_\_\_\_

If the parent/guardian or authorized individual is not there to escort these students, the student may be returned to his/her school. If the student is returned to school, the parent/guardian will be contacted to pick up his/her child from school. If the parent cannot be reached, the matter may be referred to local authorities. A child returned three (3) times or more may lose bus riding privileges.

### TRANSPORTATION COMPLETES THIS SECTION

Rt. #: \_\_\_\_\_ Transfer Bus # AM \_\_\_\_\_ Transfer Bus # PM \_\_\_\_\_

Location of Bus Stop: \_\_\_\_\_ Bus Stop Time: \_\_\_\_\_

Transportation Start Date: \_\_\_\_\_  Parent Notified by School

Completed by (Print Name): \_\_\_\_\_