

# Request for New or Changed Bus Transportation

For new enrollees, or students changing transportation plans. Requests for the start of school in September are due by August 1. Requests for summer school are due by May 23. Requests at other times may take one week to process. Note: children younger than 4 years old cannot ride the bus.

Child(ren) name(s): \_\_\_\_\_

Is bus transportation needed for the morning?      Yes       No   
If yes, pick up address:

\_\_\_\_\_

This address is:                      home                      other location                      **(circle one)**

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Is bus transportation needed for the afternoon?      Yes       No   
If yes, is drop off address same as pick up?      Yes       No

PM address (if different from AM): \_\_\_\_\_

This address is:                      home                      other location                      **(circle one)**

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Parent/Guardian Name: \_\_\_\_\_

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

Other Contact Information (if pick up or drop off is not at home)

Name: \_\_\_\_\_

Relationship to Child(ren): \_\_\_\_\_

Phone #s: \_\_\_\_\_

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If you have any questions, contact the Transportation Department at 849-3325. Please remember that students in third grade or lower must have an adult or older sibling present at the drop off location.