

# 2019-2020 Transportation request and Guidelines for Pre-Kindergarten & Kindergarten

\*\*\*\*\*PLEASE COMPLETE FORM AND RETURN TO SCHOOL OFFICE\*\*\*\*\*

SCHOOL: \_\_\_\_\_ PK-AM: \_\_\_\_\_ PK-PM: \_\_\_\_\_ PK-Full Day \_\_\_\_\_ KINDER: \_\_\_\_\_  
(PLEASE CHECK CLASS)

STUDENT NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

CITY: \_\_\_\_\_ APARTMENT/SUBDIVISON \_\_\_\_\_

PARENT/GUARDIAN: \_\_\_\_\_  
(PLEASE PRINT)

1. It is the responsibility of the parents or a designee to be at the bus stop. This person **MUST come to the door of the bus** to receive Pre-Kindergarten and Kindergarten students from the bus. Person receiving student **MUST show bus pass** to match student's yellow bus pass.
2. If the person does not have the bus pass or if no one is there to receive the student with a bus pass, the student **WILL BE RETURNED** to his or her campus at the bus driver's earliest convenience.
3. Students returned to school **three times** will have their bus riding privileges suspended for the remainder of the school year.
4. If a student is allowed to exit the bus with an older responsible sibling, the sibling's name must be listed here: \_\_\_\_\_  
The sibling **MUST** have a yellow matching bus tag.
5. Parent or a designee may take a picture of the yellow bus tag on their cell phone and use picture to receive the student.

PARENT/GUARDIAN: \_\_\_\_\_ DATE: \_\_\_\_\_  
(SIGNATURE)

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## TRANSPORTATION OFFICE USE ONLY

RT# \_\_\_\_\_ AM: \_\_\_\_\_ PM: \_\_\_\_\_ MD: \_\_\_\_\_ P/U TIME: \_\_\_\_\_ D/O TIME: \_\_\_\_\_

RT# \_\_\_\_\_ AM: \_\_\_\_\_ PM: \_\_\_\_\_ MD: \_\_\_\_\_ P/U TIME: \_\_\_\_\_ D/O TIME: \_\_\_\_\_

STOP LOCATION: \_\_\_\_\_

Transportation Start Date: \_\_\_\_\_

Parent/Guardian Notified: \_\_\_\_\_

Driver Notified: \_\_\_\_\_