

Student Transportation Update Form

Dear Parents,

Occasionally in the course of the school year, a school bus is delayed. In the event there is a late bus at the dismissal of school, we would like to notify parents as to when the students should arrive home. Please know that if we are aware of the situation, we will notify you immediately. Unfortunately, sometimes we will need to investigate the late bus after waiting a short period. We will use the rule that we will notify you if a bus is going to be later than 10 minutes. With this in mind, we are asking if you could fill out this form and return to the school office. You may use one form if you have multiple children riding the same bus.

Student Name _____ **Grade** _____

Student Name _____ **Grade** _____

Student Name _____ **Grade** _____

Student Bus Number _____

Please list a number at which we can reach you in the event of a late bus. Please be reminded that we will call between the hours of 3:30 -4:00 pm, so leave numbers where you can be reached during this time.

1st Parent Contact Name _____ **Phone Number** _____

2nd Parent Contact Name _____ **Phone Number** _____

With your permission, students can be picked up at the school in the event of a late bus. Please provide the name of the person(s) to whom you authorize us to release your child(ren). For security purposes, any person taking your child(ren) from school will be asked to produce photo identification, and sign your child out. If this person(s) should change any time throughout the school year, parents must notify the school of that change.

I authorize the following person(s) to pick up my child(ren) from school in the event of a late bus.

1st Name _____ **Phone Number** _____

2nd Name _____ **Phone Number** _____

Thank you for your help and cooperation.

Parent Signature _____ **Date** _____