

2019-2020 SCHOOL YEAR

BUS REQUEST ADA EXEMPTED VILLAGE SCHOOL DISTRICT

Date Started _____

Parents:

Please complete this form to request a change in bus scheduling for your child.

All changes must be consistent. Please use **ONE** form for each child.

All lines must be completed.

Name of student: _____ Grade: _____ Homeroom Teacher: _____

Student will be: _____ coming from _____ **and/or** _____ going to: _____

Name: _____

Address: _____

Phone number of this residence: _____

Reason: _____ Babysitting
_____ Emergency Situation
_____ Other - please specify reason: _____

Check one of the options below and complete:

_____ Good from date _____ to _____
_____ Good until further notice

Parent/Guardian's Name: _____

Address: _____

Telephone Number: _____

Phone number where you can be reached if there is a question about this bus request: _____

Today's Date: _____

Signature of Parent/Guardian

For office use only: Approved: _____ Not Approved: _____

Signed by: _____
Transportation Supervisor/Principal/Superintendent

Bus number: _____ **Bus Stop:** _____
AM _____ AM _____

PM _____ PM _____

BUS REQUEST FOR 2019-2020

The bus request deadline is **Friday, August 9, 2019 by 9:00 a.m.** Due to busing changes, bus requests will **NOT** guarantee an approval. In order to provide efficient bus transportation for the first days of school, we need your cooperation. Parents must complete a “Bus Request” form if your child/ren are to be picked up and/or dropped off at a location other than your residence. These requests must be submitted **every** school year. They do **not** carry-over from year-to-year. The bus request deadline is **Friday, August 9, 2019 at 9:00 a.m.** changes made **after** that date **cannot** go into effect until after **Wednesday, September 4, 2019.** Forms are available on the back of this form, on-line at our website at <http://adabulldogs.org> or in the school offices. The offices will reopen after the summer vacation on **Wednesday, August 7, 2019.** You can drop off these bus requests to the offices or you may **fax** them to the elementary office, **419-634-3948.** Thank you so much for your cooperation.

Thank you,
Transportation Department

