

Do you want your child to ride the bus to and from school?

If your home is more than 1.50 miles from your child's assigned school, he or she may be eligible for bus transportation. Here is the first step. Please fill out this form. Once the Transportation Department receives this completed form, you will receive a phone call. Schools of choice transportation is based on availability, you MUST contact the Transportation Department to make arrangements.

STUDENT TRANSPORTATION REQUEST/ROUTE CHANGE

School Year _____ AM _____ PM _____

Please complete this form to assist us in scheduling transportation services for your student(s).

School: _____ Current Date: _____ Start Date: _____
Student Name: _____ Grade: _____
Home Address: _____ City: _____
Home Phone: _____ Cell Phone: _____ Work Phone: _____
E-Mail Address: _____

Bus Route Change Request:

Should the driver be aware of any health concerns your student(s) has? Yes No
Health Concern: _____

Parent Signature: _____ Date: _____

Students are allowed to have only One Pick-Up Location and One Drop-Off Location

- * The locations must be within their home school attendance area.
- * The location may be at either a home or daycare location.
- * The District does not allow for day varying pick-up and drop-off locations.

Safety concerns will take the highest priority and changes for convenience which negatively impact the safety, capacity, or timeliness of the bus will not be considered.

Please allow up to 3 Days for Processing.

August 25 - September 15, we are unable to accommodate major changes to bus routes.

This form is available at your school office, the Transportation Office at 201 Randolph Street, Douglas or can be found on our website at www.saugatuckpublicschools.com under the Transportation webpage.

For more information, please call Dispatch at 269-857-1444.

Return To:

Saugatuck Public Schools Transportation
ksharda@saugatuckps.com
201 Randolph Street, PO BOX 818
Douglas, MI 49406

For Office Use Only

Date Received: _____ Scheduled By: _____ Date: _____

Notified: _____