

# CONEWAGO VALLEY SCHOOL DISTRICT

Transportation Request Form

130 Berlin Road

New Oxford, PA 17350

717-624-2157 Fax: 717-624-5020



Conewago Valley School District requires the following information from students living in the district who are enrolled in schools other than the public school for the **2024-2025** school year.

**Parents requesting transportation must use one form per child.**

A post card is sent in August with your child's bus number, stop location and approximate times.

***PARENTS: Please disregard this post card once the bus route is well established; these initial times vary at the onset of every new school year.***

Changes for the first day of school will be accepted if requested before August 5, 2024.

For changes or concerns, please contact: [littleb@cvcolonials.org](mailto:littleb@cvcolonials.org)

Today's Date \_\_\_\_\_

Student's Name \_\_\_\_\_ DOB \_\_\_\_\_

School Attending \_\_\_\_\_ 2024-2025 Grade \_\_\_\_\_ **K-12 only**

Parent(s) with whom student resides: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ E-Mail \_\_\_\_\_

Phone: Home \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

Sitter Name, Address and Phone Number (if applicable): \_\_\_\_\_

**Transportation Requested:**  AM  PM  AM **and** PM  NO Transportation Needed

Health concerns: \_\_\_\_\_

**School Use Only:** Please certify the above-named child is enrolled in your school:

Name of School: \_\_\_\_\_ Telephone: \_\_\_\_\_

Principal or Designee's Signature: \_\_\_\_\_

Start Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ Dismissal Time: \_\_\_\_\_

**Schools:** Please return completed form to Conewago Valley District Office ***by April 19, 2024***

**Parent signature required on back for acknowledged School Board Policy**

OVER





**BOARD POLICY /STUDENT TRANSPORTATION GUIDELINES  
(Copied onto back of Transportation Request Form for parents to acknowledge)**

Bus Stop Assignments

A policy adopted by the Conewago Valley School Board on November 9, 1999 has been in effect since July 1, 2000 states:

“Each student being transported to school by a District-owned or contracted bus service shall have a ***single, consistent pick-up*** and a ***single, consistent drop-off.***”

Variations from these may be made on a given day if the parent or legal guardian notifies the school or transportation department, preferably in writing, with infrequency, and should be based on an “unusual and non-recurring circumstance.”

If there are any questions about how this policy might apply to your child, please contact the Transportation Coordinator, Bonnie Little @ 717-624-2157 extension 1010.

Delays and Early Dismissals Due to Weather

Please pay careful attention to Conewago Valley’s weather schedule. Your child’s transportation arrangements will reflect CVSD’s decision on early dismissals and delays NOT the district your child’s school usually follows.

For Example:

If your child’s school is in Gettysburg School District and Gettysburg decides to have weather related two hour delay and CVSD is running on time; your child’s transportation will run on normal schedule. Your child’s school should have a staff member on the premises to take care of the students when they arrive early.

Another Example:

If your child’s school is running on time and CVSD has a two hour delay, we will transport your child according to our delay (2 hours late).

Questions regarding this policy may be addressed by contacting Bonnie Little @ 717-624-2157 ext 1010 or email [littleb@cvcolonials.org](mailto:littleb@cvcolonials.org). Thank you.

\_\_\_\_\_  
Parent Signature of Acknowledgement

\_\_\_\_\_  
Date

*After 4:00 pm, transportation questions can be directed to Lincoln Coach Lines at 717-637-7104.*

← OVER