



SOUTH WESTERN SCHOOL DISTRICT
Request for Transportation or Change
One form for each student **MUST** be submitted



Effective Date of Change Requested The Transportation Dept. MUST be in receipt of your request at <u>least 3 days</u> prior to the start date.			School Year 20___/20___	
<u>Month</u>	<u>Day</u>	<u>Year</u>	New	Change

Student Name: _____ Student ID # _____

D.O.B. _____ M ___ F ___ Current Grade: _____ School: _____

Parent/Guardian Name: _____ Home Phone: _____

Home Address: _____ City: _____ State: _____ Zip: _____

E-Mail Address (optional) _____ Cell Phone: _____

Please indicate in the boxes to the right all days that your student will be transported a sitter:

AM ___ from the school board approved bus stop closest (select one): from my HOME or from the SITTER:

PM ___ to the closest board approved bus stop closest (select one): to my HOME or to the SITTER:

Other siblings that currently ride South Western transportation _____

If your child will be transported *to or from* a SITTER, the information below is required:

Sitter Name: _____ Sitter Phone Number: _____

Home Address: _____ City: _____ State: _____ Zip: _____

Walker ☐

Bus ☐

Car Rider ☐

Additional Information for Driver:

Exception:

Special Equipment:

Students may not ride a bus other than the one to which they are assigned unless it is an emergency, and then by administrative discretion only. Bus drivers ARE NOT allowed to accept notes. All route times are subject to change. Non-residents will not be transported on South Western School District vehicles at any time. ****Kindergarten and 1st Grade students MUST be received at the bus stop by a parent or guardian or a note MUST be on file for the permission to let your student off without a parent/guardian****

Signature of Parent/Guardian

Relation to Student

Date of Request

OFFICE USE ONLY

AM Bus # _____ Bus Stop _____ AM Time _____ EBA PM _____

PM Bus # _____ Bus Stop _____ PM Time _____ EBA AM _____

HOMELESS ☐

REQUIRES VAN ☐

FOSTER ☐

LIU TRANSPORTS ☐

SCANNED ☐

IN DRIVER MAILBOX ☐

Requested by: _____ Date of Request by School _____