



TRANSPORTATION REQUEST FORM FOR NEW STUDENTS/KDG STUDENTS/LEAPS

AVON LAKE CITY SCHOOLS

Date Received: _____

This form must be completed and returned to your child's school or the Transportation Dept. at 33480 Pin Oak Parkway, Avon Lake, OH 44012.

My student(s) will _____ will not _____ require bus transportation.

CHILD'S NAME SCHOOL GRADE

HOME ADDRESS HOME PHONE

PARENT/GUARDIAN NAME WORK PHONE CELL PHONE

PARENT/GUARDIAN NAME WORK PHONE CELL PHONE

I would like my child transported to the following location (childcare purposes only).

NAME PHONE

ADDRESS

(Personal Daycare provider must reside within student's elementary school district)

WHEN WILL YOUR CHILD REQUIRE TRANSPORTATION?

Before School Only After School Only Before and After School

Date requested to begin: _____

PARENT/GUARDIAN SIGNATURE _____

APPROVED TO BEGIN _____

AM BUS# _____

PM BUS# _____

1. All requests must be received two weeks before the start of school. Any requests received after the stated timeframe may not be approved until the second week of school.
2. Requests will be handled in the order received and daycare requests will only be granted if there is room on the bus.
3. Please list licensed daycare provider (ex: Kindercare, Next Generation, etc.) that student(s) is attending. Daycare at a residence must be in the student(s) elementary district.
4. Student(s) cannot have more than one afternoon stop. (ex: home 2 days and daycare 3 days).
5. A bus pass issued by the building principal will be issued for emergency requests only.
6. Five day notice should be given for requests/changes.