

MONSON PUBLIC SCHOOLS BUS CHANGE REQUEST

"FOR 1 ACADEMIC YEAR ONLY"

SCHOOL (check one): _____ Quarry Hill (Pre-K – 4)
_____ Granite Valley Middle School (5-8)
_____ Monson High School (9-12)

ROOM _____ GRADE _____

PUPIL'S NAME: _____

PUPIL'S ADDRESS: _____ PHONE _____

CHANGE REQUESTED BY: _____ DATE _____

PARENT/GUARDIAN SIGNATURE

PRESENT BUS ROUTE NUMBER: TO SCHOOL _____ FROM SCHOOL _____

PRESENT PICK UP LOCATION: _____

PRESENT DROP OFF LOCATION: _____

REASON CHANGE REQUESTED:

NAME & PHONE NUMBER OF BABYSITTER (IF APPROPRIATE): _____

START DATE REQUESTED: _____

(Minimum of two (2) school days following date of request.)

PROPOSED BUS ROUTE: TO SCHOOL _____ FROM SCHOOL _____

PROPOSED PICK UP LOCATION: _____

PROPOSED DROP OFF LOCATION: _____

AUTHORIZED BY SCHOOL: _____ DATE _____

PRINCIPAL

AUTHORIZED BY TRANSPORTATION DEPARTMENT: _____

REPRESENTATIVE

REMARKS _____

Bus Change Policy

Student will not be allowed to change their designated bus stop to transfer bus assignments except by permission of the principal upon written request by the parent or guardian (or by the student if over 18 years of age). Such request may be granted under the following conditions:

- a. The health or safety of the student involved would be at risk.
- b. The change must be on a regular daily basis – every day of the week for the remainder of the school year.
- c. The request would not necessitate a change in the normal bus route.
- d. The change would not cause overcrowding or hazardous conditions.

A temporary change in bus stop or bus route assignments may be granted by the principal due to a medical, health, or safety emergency. Requests for the bus changes must be in writing whenever possible.

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TEACHER
BUS COMPANY