

**PERMISSION TO RIDE A DIFFERENT SCHOOL BUS
OR USE A DIFFERENT STOP ON THE ROUTE**

Our school system's Transportation Department is required by ALSDE regulations to account for all students on each school bus. Unauthorized passengers are not permitted on the bus. However, the Transportation Department recognizes that circumstances may arise where long term child care is needed and a student needs to ride a different bus or use a different stop on their zoned bus (birthday parties, sleep-overs, etc. are not permitted).

Approval to ride is based upon the space available on the bus and is given on a case-by-case basis. If you have any questions, please contact the administration at your child's school.

Please complete the fields below and have the student obtain approval from a school administrator. The student will give this form to the bus driver and the bus driver will keep this form with the other bus cards. The form serves as an accountability measure for student counts, in the event of an emergency situation.

Student Name: _____

School: _____ Requested Bus # _____

Stop Name on Bus Route: _____

Date(s) Needed: _____

Reason: _____

Parent Name _____ Date _____

Parent Signature _____ HOME (cell) _____

(must be hand-signed, not digital, signature)

FOR SCHOOL USE:

Administrator Name: _____

Signature: _____

(must be hand-signed, not digital, signature)

Fill out form online, print out, have student take to school administrator. Administrator will verify with parent, approve/reject request, make a copy for record at the local school, and return signed form to the student. If approved, the student will turn it into the bus driver upon boarding the bus.