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ALTERNATE BUS STOP REQUEST FORM

Please complete this form in fill if you wish to have your child assigned to an alternate bus stop (address other than child's resident address). The form may be returned to the Transportation Department via U.S. mail, email at aperritt@ecsd.us, or by fax to (810) 676-1040. Please allow up to five (5) business days for authorization.

Transportation will use the following rules to base its decision to provide transportation to an alternate address:

- The alternate address must be within the student's home school's attendance boundary.
- The desired alternate bus run cannot be within 10% of load capacity.
- Transportation eligibility is determined by the student's home address.
- An alternate bus stop is not an additional bus stop, but in lieu of regular bus stop.
- Transportation may only have one pick up location and drop off location for each student. If child care arrangements vary from day to day, it is the parent's responsibility to provide transportation on those alternating days.

STUDENT'S NAME _____ GRADE _____

SCHOOL OF ENROLLMENT _____

LOCATION OF REGULARLY ASSIGNED STOP _____

ADDRESS/LOCATION OF ALTERNATE STOP _____

PARENT'S PHONE _____ ALTERNATE ADDRESS PHONE _____

DATE TO START ALTERNATE STOP _____

TIMES FOR ALTERNATE STOP _____ A.M., _____, P.M., or _____ BOTH (check only one)

Parent/Guardian Signature

Date

*Transportation Department will contact within five (5) business days to whether approved or not approved, and details of alternate stop.