Dear Parent(s)

It is requested that your child ride the early bus on the date(s) noted below. Please fill out request form and return to Intermediate office or teacher requesting pick up. Students shoud be ready for pick up by 7:25 am. Early run pick up occurs between 7:25 and 8:05 am. Bus drivers are instructed to stop at every address. Students do not need to stand outside. However, the exceptions to this rule are group stops, apartment complexes, long driveways, etc. If you have any questions, or need to change or cancel a pick up, please call 924-3252 Ext 7600.

INTERMEDIATE EARLY TRANSPORTATION REQUEST

Student Name: _____

Home Address: _____

_____

Pick up Address: _____
If different from home address

Home phone: _____ Cell phone: _____

Days that pick up is needed M T W TH F

Teacher requesting pick up: _____

Group: Orchestra Chorus Band Morning Support Student Council Other

Comment: _____

_____

_____

Parent confirmation: ☐ Verbal

☐ Signature _____

Teachers:

Please leave the original request in the main office and make a copy for the student to bring home.
Fax completed forms to the Transporation Department at least 24 hours in advance 742-7026.
Note: There must be a completed request (by teacher) on file for each student needing an early bus pick up.

PLEASE NOTE: EARLY BUS REQUESTS FORMS ARE NOT ACCEPTED FROM PARENTS (TEACHERS ONLY)