



**NEW HANOVER COUNTY SCHOOLS  
TRANSPORTATION**

**Parent/Legal Guardian Permission Form for Bus Stop Drop-Off  
Applies to K - 2 Grade Students Only (Form Not Applicable for EC)**

School: \_\_\_\_\_

Student(s): \_\_\_\_\_ Grade: \_\_\_\_\_ Teacher: \_\_\_\_\_

\_\_\_\_\_ Grade: \_\_\_\_\_ Teacher: \_\_\_\_\_

\_\_\_\_\_ Grade: \_\_\_\_\_ Teacher: \_\_\_\_\_

Home Address: \_\_\_\_\_

I grant permission for my K-2 grade children listed above to be dropped off at the assigned bus stop

located at \_\_\_\_\_ On Bus # \_\_\_\_\_

**WITHOUT THE STUDENT’S PARENT OR LEGAL GUARDIAN PRESENT AND (CHECK ONE):**

**Unattended by themselves**

**ONLY with a caregiver present (Rider will be returned to school if recognized caregiver is not present)**

Parent Name (Print): \_\_\_\_\_ Phone: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

⇓⇓ For Office Use Only ⇓⇓

Principal/Assistant Principal: \_\_\_\_\_ Date: \_\_\_\_\_

(Verifies ALL parent-supplied information above is correct)

Transportation TIMS Staff: \_\_\_\_\_ Date: \_\_\_\_\_

(Routing Specialist/Coordinator who updates TIMS record to make effective)

Email to [BusRouting@NHCS.net](mailto:BusRouting@NHCS.net)

**This document is valid only for the 2023-2024 school year  
and only for the student and stop location listed above.**