

Morgan Local Schools Alternative Transportation Request

FORM MUST BE FILLED OUT COMPLETELY

Students Name:

1. _____ Grade _____ School _____

2. _____ Grade _____ School _____

3. _____ Grade _____ School _____

Primary Home Address: _____

Phone # _____

Primary Bus Number _____

Alternate Location Information

Request Starting Date: _____ When: AM PM Both

Days at Alt. Location: M T W T H F

No Transportation Required _____

Name of Adult at Address: _____

Alternative Address: _____

Phone Number at Alternative Address: _____

Signature of Parent/ Guardian: _____

Date: _____

Alternate Bus Number: _____

The legal responsibility of the Morgan Local School District is transporting students to and from school is limited to providing services to their legal residences.

1. The parent/guardian must make all requests in writing to the Transportation Office. All requests must include the address and telephone number of the parent/guardian; the name, address and phone number of the childcare provider; the name(s) of the students involved.
2. The child/children may have a different pick-up and drop-off point if the change is on a daily basis for the full year. Only ONE pick up location and ONE drop-off location is allowed per child. **Please allow three business days after the receipt of this form for processing.**
3. There will be no modifications or change to any route to accommodate the request.
4. A change of bus assignment will be allowed only if seating is available on the bus.
5. The request for transportation to and/or from an alternative stop must be renewed each school year.

Return completed form to:

Morgan Local Transportation Office

65 W Union Ave

PO Box 500

McConnelsville, Ohio 43756

Phone # (740) 962-3685

Reviewed by B.O.E 5/13/19