



Annandale Public Schools  
**Alternate Transportation Request Form**  
 School District Transportation Policy:  
 to and from Child Care Site (location not home)



**Transportation services to and from an Alternate Location will be allowed under the following guidelines:**

1. The child care provider or alternate location must live within the district bus route area.
2. The child must be picked up and dropped off at the same location 5 days a week.
3. Arrangements must be made through the bus company assigned to carry the child to and from the school.  
 Only written requests will be honored. The written requests will be kept on file at the bus company.

If you are requesting transportation to an alternate location for your child and you meet the qualifications above, please completely fill in the information below. It is expected that the commitment for transportation to alternate location will be for the school term.

Please take your child to the alternate location prior to the first day of being transported there, so the child will recognize the house/center and provider. Teach your child to recognize the bus stop where he/she will get on or off and how to walk to the house from the stop.

Student Information:		
Child's Name:	Grade:	Parents Name:
Home Address:		Phone Number:

Pick Up Student At: Home \_\_\_\_ Child Care: \_\_\_\_ Additional Student Names: \_\_\_\_\_

Drop Off Student At: Home \_\_\_\_ Child Care: \_\_\_\_ \_\_\_\_\_

Student Information:		
Name of Alternate Care Provider:	Beginning Date:	End Date:
Address of Alternate Location:		Phone Number of Alternate Provider:

I do hereby agree to save the School District and Bus Company harmless for any damage resulting from its granting this request.	
Signed: _____ ( Parent/Guardian )	Today's Date: _____

Drop off form at M&M Bus Service at 10606 Hemlock St Annandale MN, 55302  
 or email to Jessica at [jessica@mmbuservice.com](mailto:jessica@mmbuservice.com) Call 320-274-8313 with any questions.