

Eastlake Middle School

Transportation Release

Willoughby-Eastlake Schools Board of Education policy requires students who are participating in district sponsored events to be transported to and from such events by district transportation when the event is away from Eastlake Middle School. However, at parental request, the student may be transported to or from the event by the **parent/legal guardian if and when special circumstances exist**. Parents/legal guardians who will be transporting their student to or from an away event must indicate their special request in writing. This form should be signed by the parent/legal guardian and returned to the athletic director at least one day before the event to be kept on file. Coaches and/or teachers of the student must be notified of the parent's/legal guardian's desire to transport their student to or from the specific event.

I hereby notify the Athletic Director that on _____
(date)
it is necessary to transport _____ to or from
(student's full name)
_____ due to the following reasons: _____
(specific activity/location)
_____.

I understand that the student becomes my responsibility and that Eastlake Middle School is released from their duty to transport my student to or from Eastlake Middle School.

Parent/Legal Guardian Signature

Date