

**Austintown Local School District
Transportation Department
Shared Parenting Policy**

All requests must include an Agreed Judgment Entry, this document, signed and a completed Shared Parenting Calendar (located for download on the Austintown Local Schools website under Transportation). **Requests must be submitted in person at the Office of Transportation.** Requests for ridership must be within the school attendance area. Requests do not carry from year to year, a new request must be completed each new school year. These requests must be received **two** weeks prior to the first day of school.

Requests will take effect seven days after approval, except for a request submitted at the beginning of the school year. **IMPORTANT:** At the beginning of the school year, all requests will be processed in a timely manner, however residential routes will be processed **before** shared parenting requests can be approved and processed. Once shared parenting requests are approved and the routing request is complete, your information will appear on the E-Link Parent Portal with a start date, pick up time and location.

- Requests will consist of service to and from residences of parents named in agreement not to exceed two locations. Requests for additional alternate pick up or drop off locations will not be considered. Schedule changes are limited to two per year, after the original submission, the same timeline applies.
- Student(s) will be initially routed from the residential parent for school purposes and additional requests will be processed from an already assigned stop. No stop will be created to accommodate shared parenting.
- Student(s) removed from the bus because of poor conduct and failure to follow safety rules and regulations will be removed from both routes.

Although not required to do so, the Board is determined to offer this service between divorced resident parents in our district. Failure to comply with requirements will have transportation service reverted back to State required to/from residential parents for school purposes.

By submitting this form, we the parents agree to abide by this schedule.

Residential Parent Signature: _____ **Date:** _____

Printed Name: _____

Non-Residential Parent Signature: _____ **Date:** _____

Printed Name: _____

For Office Use Only:

Court Document Attached: _____

Shared Parent Calendar Attached: _____



Approval Date: _____

Copy given to driver: _____