



# St. Mary Parish Schools

474 Highway 317 • P.O. Box 170 • Centerville, LA 70522

337-836-9661 • www.stmaryk12.net

## SCHOOL TO SCHOOL MEMORANDUM

TO: \_\_\_\_\_  
Bus Operator

TO: \_\_\_\_\_  
Principal

I hereby authorize \_\_\_\_\_ (Bus Operator) to transport my child(ren) \_\_\_\_\_ to \_\_\_\_\_ (School Name) on a daily basis due to my employment responsibilities within St. Mary Parish Schools. I, the employee, will coordinate with school administration to determine the designated on-campus location for student pick-up. The Bus Operator will not change his/her bus route or bus stops for this accommodation. If the bus route becomes overcrowded or the student becomes a discipline concern, this privilege may be revoked by the Supervisor of Transportation and the employee will be responsible for arranging alternate transportation.

\_\_\_\_\_  
Parent Signature/Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal's Signature