

Stop Change Request

2026-2027

Bus Stop Change Request Due to Safety Concerns.

In accordance with Board Policy EEAB-AF, this form allows parents and guardians to request a change to their child's designated bus stop for documented safety reasons. Please remember that parents and guardians are responsible for their child's safety when traveling to and from the bus stop.

The Lee's Summit School District provides transportation for over 12,800 students daily. Bus routes and stops are established to ensure safety, efficiency, and timely arrival at and departure from school.

While we receive hundreds of change requests annually and review each one, please be aware that certain situations, while understandable parental concerns, cannot be accommodated by the District. These include:

- Walking distance to the stop if less than:
 - Secondary Students: 2,640 feet
 - Elementary Students: 1,200 feet
 - Visibility of the stop from your residence.
 - Challenges with supervising non-school-age children.
 - Parent work schedules.
 - Absence of sidewalks.
- Request Timelines

Requests are reviewed in the order they are received.

- Requests submitted before August 4th may be reviewed prior to the first day of school.
- Requests received after August 4th will be reviewed only after the first 15 days of school.

If you have a safety concern that falls outside of the examples listed above, please complete this form with as much detail as possible.

Please mail this completed form to:

Lee's Summit Transportation Department
Attn: Stop Change Request
500 SE Transport Dr.
Lee's Summit, MO 64081

Requester Information

Name: _____

Address: _____

Phone: H _ (____) _____ C _ (____) _____

Email: _____

Student/s Information

	Name	Grade	School
1)	_____	_____	_____
2)	_____	_____	_____
3)	_____	_____	_____

Current Bus Stop Information

Bus #: _____ Stop Location: _____

Requested Bus stop

Stop Location: _____ This is a: _____ New Stop
 _____ Existing Stop

General Information

Please check Yes, No or N/A (not applicable) on the following questions:

Question	YES	NO	Unknown
To board the bus from the <u>current</u> stop, must your child cross more than 3 or more lanes of traffic, including the lane the bus is in?			
Do other students utilize the current stop			
Is the walk distance to the <u>current</u> bus stop less than <ul style="list-style-type: none"> • Secondary (Grades 6-12) – 2,640 feet • Elementary (Grades K-5) – 1,200 feet 			
Is there another school bus stop with-in _____ feet of the <u>requested</u> stop <ul style="list-style-type: none"> • Secondary (Grades 6-12) – 1,200 feet • Elementary (Grades K-5) – 500 feet 			
Is the posted speed limit of the roads along the walk path to the current stop greater than: <ul style="list-style-type: none"> • Main Rd: 45 MPH or more • Subdivision/Side Street: 35 MPH or more 			
Is there at least 4' of space on the side of the road to the current stop to allow room for walking.			

Please describe the justification/reason for Change Request.

All requests should be submitted to the Transportation Department for review. If preferred, a digital Bus stop change request (Google form) is accessible via the Transportation Department link on the district web site.

Transportation Department Use

Date Received: _____ Received By: _____

Date Reviewed: _____

Determination: _____ Approved
 _____ Disapproved

Notes:

Date Closed: _____