

## Local “In Town” BUS SERVICE REQUEST FORM

Complete and return form to:

Nebraska City Public Schools District Office or Your Students School

1700 14<sup>th</sup> Avenue

Nebraska City, NE 68410

Phone: 402-873-6033 Fax: 402-873-6030

Parent/Guardian Name: \_\_\_\_\_

Best number to reach you at: \_\_\_\_\_ Day Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Number to Text: \_\_\_\_\_

Emergency Contact Name and Phone: \_\_\_\_\_

Emergency Contact’s Relationship to Children: \_\_\_\_\_

Child’s Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Teacher: \_\_\_\_\_

*Circle Selection Below (Please only Select 1 pick up and 1 drop off)*

**Please have students to the High School by 7:25am for departure and all other schools by 7:30am**

AM Pick Up: High School Middle School Hayward Northside Lourdes

AM Drop Off: High School Middle School Hayward Northside Lourdes

PM Pick Up: Middle School Hayward Northside Lourdes

PM Drop Off: High School Middle School Hayward Northside Lourdes

Child’s Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Teacher: \_\_\_\_\_

*Circle Selection Below (Please only Select 1 pick up and 1 drop off)*

AM Pick Up: High School Middle School Hayward Northside Lourdes

AM Drop Off: High School Middle School Hayward Northside Lourdes

PM Pick Up: Middle School Hayward Northside Lourdes

PM Drop Off: High School Middle School Hayward Northside Lourdes

Additional Information: \_\_\_\_\_

DATE TO BEGIN SERVICE: \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

## Bus Rules

Be Safe, Be Respectful, Be Responsible

### Bus Rules:

1. Follow all adult directions and bus rules
2. Always demonstrate courteous/respectful behavior
3. No food/drink open until the route bus leaves the High School
4. Keep head, hands, and feet inside the bus and to yourself
5. Stay in your seat, no switching seats or standing, keep aisles clear
6. No inappropriate language or profanity
7. No toys or potential distractions from book bags
8. Phones - must use earbuds to listen to music, cannot be a distraction to the driver or to those around you. No taking pictures
9. No screaming or loud talking or noises
10. Absolute quiet at railroad tracks
11. Keep bus/vehicle clean (pick up all trash prior to exiting)

### If misconduct occurs:

Students may be suspended from riding the bus for an inability to follow the bus rules. These consequences may be applied for rule infractions as determined by administration.

1<sup>st</sup> Infraction – Warning (minor infractions only)

2<sup>nd</sup> Infraction – 5 school day suspension from the bus

3<sup>rd</sup> Infraction – 10 school day suspension from the bus

4<sup>th</sup> Infraction – Removal of student from the bus for the remainder of the semester/year

***THIS INCLUDES ROUTES AND TRANSPORTATION TO AND FROM ALL ACTIVITIES.*** Please sign even if your student doesn't ride daily. The suspensions may be altered by the administration if the misconduct is determined to be more serious in nature.

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Received, read, agreed to and signed by:

\_\_\_\_\_  
Print students name

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Students Signature