

Forms are due to the District Office by July 28, 2023. **Any forms received after this date will be processed in a timely fashion.**



Tonawanda City School District Alternate Transportation Form 2023-2024



1. The use of this form is for parents/guardians of students to request their child's pick up or drop off location be at an alternate location other than the student's home address. This would include: daycare, babysitter, etc.
2. This form is not to be used for transportation to a student's place of employment at any time.
3. The alternate address must be on an existing bus route. Alternate stops will be limited to Board of Education Policy (available online policy #5710)
4. For efficiency of operation and child safety, only one alternate address will be accepted for the entire week.
5. For grades K-4 - the alternate address must be within the attendance area of the child's school.
6. In order to establish and publish bus route information, requests must be submitted prior to July 28, 2023. Requests received after July 28, 2023 will be processed in a timely fashion.
7. All pick up/drop off spots must be approved and are approved at the sole discretion of the district. Also, any stop that the district believes is unsafe to the student(s) or the bus, will be declined.

DATE OF SUBMISSION (MM/DD/YY):

Student/Household Information

Student's name	
Address	
School/Grade	
Parent/Guardian name	
Home/Cell #/Work #/Emergency #	

Childcare Provider or Licensed Childcare Provider

Licensed Childcare Provider or Childcare Provider		
Address		
Telephone and/or cell #		
	Pick up address (i.e. home, St. Francis)	Drop Off Address (B/G Club, home)
	am	pm

Please initial the following two (2) items:

_____ (parent/guardian initials) In requesting this transportation, *I agree to and accept the responsibility of providing instruction to my child so that he/she understands the travel arrangements as requested.*

_____ (parent/guardian initials) *I understand the schedule I am requesting for my child will be followed for the entire school year.*

***NOTE: All alternate bus requests expire at the end of each school year and a new form must be submitted.**

Signature of Parent

Date

This form must be returned to the District Office, 100 Hinds St., by **July 28th** to ensure that your arrangements are in place by the first day of school. Any late submissions will be processed in a timely fashion. Parents will be responsible for transportation until notified of the start date by Transpo or the school district.