

**ANTHONY WAYNE LOCAL SCHOOLS  
ALTERNATE TRANSPORTATION REQUEST FORM**

**This form must be received by the Transportation Department  
72 hours in advance of the requested change to be in effect.**

Anthony Wayne Local Schools Transportation Department may provide (at the discretion of the Director of Transportation) transportation to an alternate bus stop (other than the assigned stop) for students. Only ONE alternate stop will be considered for each student per semester. The District will not reroute transportation vehicles to establish new stops that are alternates.

An alternate transportation stop request may be approved only if it meets the following criteria:

1. the alternate stop will be consistent for at least one semester
2. the alternate stop is in the student's home attendance area
3. space is available
4. the alternate stop is along an existing (current year) route

Requests for alternate transportation stops for children in kindergarten must be for the same morning or afternoon session as the student is scheduled.

Date\_\_\_\_\_ School\_\_\_\_\_ Teacher\_\_\_\_\_

I am requesting that the following student be transported to/from an alternate address:

Student name\_\_\_\_\_ Grade\_\_\_\_\_

Home address\_\_\_\_\_

Parent/Guardian\_\_\_\_\_ Preferred phone\_\_\_\_\_ Work phone\_\_\_\_\_

Alternate Residence Name\_\_\_\_\_

Alternate Address\_\_\_\_\_ Phone\_\_\_\_\_

**Days of the week:**   Monday   Tuesday   Wednesday   Thursday   Friday

**The change is requested for:**   Morning   Noon   Afternoon

**Dates transportation is requested:**   From\_\_\_\_\_ to\_\_\_\_\_

Parent/guardian signature\_\_\_\_\_ Date\_\_\_\_\_

Print parent/guardian name\_\_\_\_\_

Principal's signature\_\_\_\_\_ Date\_\_\_\_\_

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**THIS SECTION IS TO BE COMPLETED BY THE TRANSPORTATION DEPARTMENT ONLY:**

Transportation is able to honor this request   Morning   Noon   Afternoon

Transportation is NOT able to honor this request

**Director of Transportation** \_\_\_\_\_ **Date**\_\_\_\_\_

Copies:   Driver   Transportation   Parent   School Office