

**Boardman Local Schools
Alternative Transportation Request**

Dear Parents or Guardians:

Although not required to do so, the Boardman Local School District will provide transportation to an alternative bus stop within the district as long as your request meets the following requirements:

- ✓ The alternative bus stop **cannot** be your place of employment or a daycare facility.
- ✓ The alternative bus stop must be at the same location the **entire** school year.
- ✓ Common requests for alternative bus stops include transportation to a grandparent, neighbor, or court-ordered shared parenting.
- ✓ Requests for alternative transportation must be submitted **in writing** to the Transportation Office **one (1) week in advance** of the requested change.
- ✓ In the event of a medical emergency or family crisis, a written request for alternate transportation may be approved immediately by the Transportation Supervisor.
- ✓ You must re-submit your Alternative Transportation Request each school year.

Student Name: _____
Home Address: _____
School: _____
Grade: _____
AM Bus _____ **PM Bus** _____

Alternative Bus Stop Address: _____
Contact Person (Adult) at this location: _____
Contact Person Phone Number: _____
AM and PM _____ **AM Only** _____ **PM Only** _____
Bus Number (If Known) _____

Parent/Guardian: _____
Phone Number: _____
Date Alternative Transportation Should Begin: _____

_____ **Approved** _____ **Not Approved**

Transportation Supervisor

Date