

Transportation Request Form

2024 / 2025 School Year

Your Children's Safety Is Our #1 Priority!

Transportation services to and from a child care site will be allowed under the following guidelines.

1. The child care provider must live within the attendance area of the school.
2. The child must always be picked up or dropped at the same location.
3. Arrangements must be made through the bus company assigned to carry the child to and from school. Only written requests will be honored. These written requests will be kept on file with Southwest Coaches, Inc. and the School.
4. Any changes in the student's schedule after approval must be resubmitted to Southwest Coaches, Inc.

Changes may require three (3) working days to process.

5. This form needs to be completed each school year for each student.

The rules on the bus and the disciplinary procedures are as follows:

1. Immediately follow directions of the driver.
2. Sit in your seat facing forward.
3. Talk quietly and use appropriate language.
4. Keep all parts of your body inside the bus.
5. Keep your arms, legs and belongings to yourself.
6. No fighting, harassing, intimidating or horseplay.
7. Do not throw any objects.
8. No eating, drinking or use of tobacco/drugs.
9. Do not bring pets or animals of any kind.
10. Do not damage the school bus.
11. Do not bring any dangerous or sharp objects on the bus or weapons of any kind.

Parents are informed of their students' first transportation incident in written form and asked to discuss the safety importance with the student. The second report will result in one week removal of district transportation and the third for the remainder of the school year. This riding privilege includes field trips and extra-curricular activities, also. The exceptions to this policy are language or fighting. These will not be tolerated and the first incident will result in one week removal.

If you are requesting transportation to a child care site for your child and meet the qualifications above and have read the rules of the riding privilege, please completely fill in the information below. It is expected that the commitment for transportation to the day care provider will be for the school term.

This section completed by Parent/Guardian:

(Check all that apply)

Student Name: Student is to be picked up at : Day Care. Home.

School: Grade: Student is to be dropped off at: Day Care. Home.

Parent(s): Day Care Provider:

Address: Address:

Home Phone: Phone:

Work Phone: Requested Begin Date:

Cell Phone:

Parents E-mail addresses

I do hereby agree to save the School District and Southwest Coaches, Inc. harmless for any damage resulting from its granting of this request.

Signed: _____ Parent/Guardian Today's Date: _____

Regular Bus

Alternative Bus

Bus From Home	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transfer Bus AM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bus To Home	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transfer Bus PM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pick-up Address	<input type="text"/>		<input type="text"/>	
Drop-off Address	<input type="text"/>		<input type="text"/>	
Pick-Up Time	<input type="text"/>			

Please fill out and sign, then fax this form to Southwest Coaches at 507-532-9398 or e-mail it to Jacob@swcoaches.com Special Needs Transportation or Brandon@swtourandtravel.com Regular School Bus Transportation