

East Aurora Union Free School District

Transportation Department
141 Girard Avenue East Aurora, NY 14052
716.687.2313

Important Information to Review Before Completing the Student Dismissal and Transportation Form

East Aurora School District Policy states that once a child has been assigned to a bus route from home or childcare location to school in the morning and a bus route to home or a child care location at the end of the school day, requests for changes in bus routes will not be approved. In order that the District may be accountable for the location and safety of children using the school transportation system, all bus route assignments must be consistent. That is, students may not ride one bus route one day, a second bus route the next day. The purpose of the school transportation system is to bring children to school in the morning and return them in the afternoon. The District will not approve requests to change bus routes or issue bus passes for the purpose of individuals or groups visiting other students or to attend events such as birthday parties.

We do understand that parents may need to make a change in their child's transportation due to a change in childcare, address or work schedule. In this situations *only*, we ask that parents notify the school in writing, with as much advance notice as possible, so that we may make the appropriate changes. Your cooperation and understanding are appreciated. The procedures noted are in place to ensure safe and smooth dismissal and transitions for our students.

This form is required annually for ALL students.

Changes to your original Student Dismissal & Transportation Form will be accepted through July 17, 2020.

Change forms are available on our website.

Example: Transportation to and from home and a childcare location qualifies as two locations.

Additionally, you may choose:

- **Parent transport** of your child to or from school
- Have your child **walk** to or from school
(Walkers must be able to be crossed off school grounds without hesitation.)
- **Pick-up your child** *(Pick-ups are dismissed to the cafeteria and must be signed out by a parent/ guardian)*
- If your child attends or is transported to the Boys & Girls Club or a childcare location, please include:
 - **Boys and Girls Club** - Indicate either the Paine Street - or - Parkdale site
 - **Childcare** - Include caregiver's name, address and telephone number

IMPORTANT GUIDELINES:

- **All transportation is finalized on July 17, 2020.** After that date, only requests that are due to a change of residence / childcare will be approved. Late changes will go into effect late in September.
- **Consistent Dismissal Arrangements:** When completing this form please plan accordingly as to whether your child will walk or be picked up on a regular basis. This will allow for your child's easy transition in the new school year, eliminate the need for change, and prevent the confusion that children may experience as a result.
- **Transportation to and bus changes for short-term or recreational activities will not be approved or issued.** When a student is enrolled in a short term activity, parents are responsible for their child's transportation to that activity.
- **Busing to the Boys & Girls Club must be part of a consistent and permanent schedule.**
- **Bus passes will not be issued for play dates.**
- **Notes are required** when a student's regular dismissal will change.
- **Phone calls are accepted FOR EMERGENCIES ONLY.** Forgotten notes must be brought to school or faxed.
- **Notes and special arrangements are NOT to be given to or made with bus drivers.** They must first be approved by the EAUFSD Transportation Department or Parkdale office staff.

2020 - 2021 **Change Form**

Student Dismissal & Transportation

All students in Grades K through 4 are eligible for busing in the 2020 - 2021 school year.

Please print all information.

Student Name: _____ 2020-2021 Grade: K 1 2 3 4
 Parent / Guardian Name: _____
 Student's Legal Address: _____
 Telephone Numbers: Home _____ Cell _____ Work _____

- ✓ **Please plan accordingly as to whether your child will walk or be picked up on a regular basis.**
- ✓ **Changes will be accepted through JULY 17, 2020.**
 After July 17, 2020, **ONLY** changes due to a change of residence or childcare will be approved.
 All late changes will go into effect the 3rd week of school.
- ✓ **Students are allowed a maximum of two bus pick-up / drop-off locations.**

Example: Transportation to/from home and a childcare location qualifies as two locations.

TO SCHOOL:		FROM SCHOOL:	
Circle applicable day(s) and indicate pick-up location.		Circle applicable day(s) and indicate drop-off location.	
DAY OF WEEK	ARRIVAL INFO/PICK-UP LOCATION	DAY OF WEEK	DISMISSAL INFO/DROP-OFF LOCATION
M T W TH F	Circle ONE: Walker Parent Transport	M T W TH F	Circle ONE: Walker Pick-up in Cafe
M T W TH F	Pick up by Bus at HOME	M T W TH F	Drop off by Bus at HOME
M T W TH F	Bus pick up from alternate location <i>(complete information below)</i>	M T W TH F	Bus drop off to alternate location <i>(complete information below)</i>

ALTERNATE LOCATION PICK-UP OR DROP-OFF SITE:

(This section is to be completed only if your child will need transportation to / from a location other than home on a regular basis).

If your child will be going to the Boys & Girls Club, please indicate the Parkdale - or - Paine Street location.

Name:	
Street Address:	
City, State, Zip:	
Phone:	

I certify that as the above named parent/guardian, I do assume complete and full responsibility for the safety and welfare of the student, both prior to and after transportation from the alternate site location.

Signature of Parent/Guardian

Date

