



**SPECIFIC BUS PASS CONTRACT
ELEMENTARY, MIDDLE AND HIGH SCHOOL STUDENTS**

The safety of your children is a priority to us; therefore, we strongly recommend that you carefully review the present contract.

1. A Specific Bus Pass authorizes your ES/MS/HS child to ride a different bus, and to take him/her to the SPECIFIC address or destination indicated by you, the parent/guardian, in this contract, after **2:15 PM** (Middle and High School) and after **3:30 PM** (Elementary School). In the REQUEST OF SPECIFIC BUS PASS in this contract, please indicate the day of the week and the destination where your son/daughter is authorized to go (**indicate up to three destinations only**).
2. If your ES/MS/HS child's dismissal changes (a new address or destination), you as parent/guardian must complete a new Specific Bus Pass contract and return it to the office. Please note it takes **3 days** in order to ensure the information is loaded into the electronic transportation system and the transportation service can be offered.
3. Parents/guardians and students should know the following:
 - a. In the event a student has a unique dismissal for a specific day, a daily bus or daily gate pass will need to be requested in writing before 11:00 a.m. by the parent/guardian.
 - b. All requests should be written; either by fax or e-mail, no phone calls will be accepted.
 - c. **ONLY** students in Middle School and High School may also be issued a permanent gate pass to use on days when they do not use the bus.
4. Only the students who pay for the transportation service will have the right to this privilege.

SPECIFIC BUS PASS REQUEST:

I am requesting a Specific Bus Pass for: _____ entering grade _____

My son/daughter named above is authorized to go to the following destination(s):

Day of the Week	Destination/Address
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

Signature _____