



No. 810-AR-3
ADMINISTRATIVE REGULATION
APPROVED: October 23, 2018
REVISED:

810-AR-3 - REQUEST FOR TRANSPORTATION CHANGE

Boyertown Area School District - Transportation Department
1131 Montgomery Avenue- Boyertown, PA 19512

(Complete a separate form for each child)

Allow four (4) business days for this Request to be processed

Student Name _____ Grade _____

Home Address _____

Regularly Assigned Bus _____ Assigned Bus Stop _____

Requested Bus _____ Requested Bus Stop _____

Reason for request: _____

Start Date Requested: _____

Requested for:

AM pick-up _____

AM Kindergarten mid-day drop-off _____

PM Kindergarten mid-day pick-up _____

PM drop-off _____

Signature of Parent/Guardian _____

Date _____

Name of Parent/Guardian (Printed) _____

Phone Number _____

Parent/Guardian Email: _____

Student ID _____

Office Use Only

School _____

Signature of Transportation Supervisor _____

Date _____

Principal's Approval (Related to Childcare/Shared Custody) _____

Date _____

See Administrative Regulation 810-AR-2 – Bus Schedules/Bus Stops for more information/Guidelines

Current BASD policy permits students to change bus stops or bus routes within policy and with the school principal's permission (when related to childcare/shared custody), upon prior written request of the parent/guardian. These deviations are limited to established stops and if seating is available. The Boyertown Area School District does not confirm arrangements or share information with daycare providers. It is the responsibility of the parent/guardian to make the necessary arrangements with the daycare provider you have selected.

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