



DOWNINGTOWN AREA SCHOOL DISTRICT

Transportation Department
 540 Trestle Place, Downingtown, PA 19335
 855-329-3273 (fax)
 email: schoolbus@dasd.org

REQUEST FOR ALTERNATE BUS ASSIGNMENT DUE TO CHILD-CARE ARRANGEMENTS

To determine eligibility for an alternate bus assignment, respond to the following questions:

- Yes No Student will be riding the same morning bus every day (can be different than afternoon bus)
- Yes No Student will be riding the same afternoon bus everyday (can be different than morning bus)
- Yes No The daycare provider is located on an existing bus route close to a current bus stop
- Yes No The daycare provider lives in the school's attendance area
- Yes No The request is for the entire school year

If the answers to all 5 questions are yes, complete the form below. If one or more of the answers is no, your child is ineligible for an alternative bus assignment. Note: The approval of your request is contingent on both the approval of the building principal and the Supervisor of Transportation for the District.

School	School Year

Student Name	Age	Grade

Parent's First Name	Last Name

Address	State	Zip

Home Phone #	Work Phone #

NEW DESTINATION REQUESTED: **AM ONLY:** **PM ONLY:** **BOTH:**

Daycare Provider's Name	Phone #

Address	Requested Start Date

I understand and agree that an alternative bus arrangement for daycare purposes depends on (1) the student may not travel outside the school's attendance; (2) the site of the daycare provider must be on an existing bus route [there will be no re-routing of buses]; (3) the student must ride the alternate bus five days per week; (4) the assignment of students to an alternate bus is contingent on space availability at the time of the request.

Further, I agree that if the daycare provider is closed due to inclement weather and/or emergency situations, I am responsible for transportation to and/or from school. Additionally, I have read and understand the procedures listed on the reverse side of this form.

Parent/Guardian Signature _____

Granted Denied Starting Date _____ Bus Number _____ Stop _____

Principal's Signature _____ Date _____

Supervisor of Transportation's Signature _____ Date _____

Procedures and Conditions for Requesting Alternate Bus Assignment for Daycare Purposes

In order to have students transported to an alternate site for daycare purposes, it is necessary to complete and submit to the school office the **Request for Alternate Bus Assignment due to Daycare Arrangements** application. This application must be submitted a minimum of one week prior to when transportation is requested to start.

Approval of the request is contingent on the signature and approval of the building principal and the Supervisor of Transportation. The request will be granted only if both the principal and Supervisor of Transportation are in agreement and if the conditions listed below are followed and agreed to by the parent / guardian.

1. Same Bus

The student must ride the same bus in the morning all five days from the same location. The student must ride the same bus in the afternoon all five days to the same location. Example: A student may be picked up at a daycare provider on Bus 12 in the morning and taken home on Bus 15 from school to home.

2. Existing Bus Route

The location of the daycare provider must be on an existing bus route and, if possible, close to an existing bus stop. There will be no re-routing of a bus to accommodate a daycare request.

3. Space Availability

The assignment of a student to an alternate bus is contingent on space availability. If the bus route requested is full at the time of the request, the request will be denied. The district will not move stops from one bus to another or re-route buses to accommodate a daycare request.

4. Same Attendance Area

A student may not travel outside their attendance area to go to a daycare provider and receive alternate transportation services by the district. Even though some of the buses may cross attendance boundaries, students will not be eligible for alternate transportation if it is outside their assigned attendance area.

5. Emergency Closings

If the daycare provider's facility is closed due to emergency or inclement weather, parents are responsible for providing transportation to and from school. Students may not use their home school assignment in the event of an emergency. If the facility closes early, parents must pick up their child(ren) at the regular school dismissal time.

6. Yearly Request

The request for alternate transportation must be for the entire school year. If you change a daycare provider during the school year, you must submit another request for consideration. Up to two (2) changes may be made after the initial request. If subsequent requests are denied, parents must transport their child(ren) to school or the child(ren) must ride the transportation provided from their regular bus assignment.