



JERSEY SHORE AREA SCHOOL DISTRICT **GUIDELINES FOR PARENT REQUESTS FOR TRANSPORTATION**

Administrative Approval of Parent/Guardian Transportation Requests

1. A parent or guardian may request a change in district-provided transportation. The following conditions must exist for the request to be considered for approval:
 - a. available seating on the requested bus
 - b. the stop will be an existing district bus stop or a stop that can be added to an existing route that does not change the route at all
 - c. If the above conditions are met, requests may be granted:
 - i. for no more than 2 total stops for the morning and 2 total stops for the afternoon. Example:
Morning Stop: M,T,W-Primary address ; Th, Fri: Secondary address
Afternoon Stop: M,T- Primary address; W,Th, Fri: Secondary address
 - ii. only if the request is a consistent weekly schedule. For the safety of our students, requests that involve schedules that are not consistent each week will be denied. Requests that involve consistent schedules each week, but are not the same every day of the week, will require submission of the Weekly Transportation Schedule Form at the time of the request. This form is page 2 of the Transportation Parent Request Form, . Schools and bus drivers will follow this schedule each week.

Process for Rescinding an Exception for School Bus Service:

A Transportation Request approval may be rescinded by the Assistant Superintendent for the following reasons: seating on the bus is required for eligible students, existing bus stop is eliminated, or parent and/or child fails to comply with transportation services rules or with terms of the Transportation Request as initially approved.

Note: Transportation Requests must be submitted each school year by July 1, even if they have been approved previously.