



Pupil Transportation Branch, Michael Dresch, Director

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Change in Bus Stop Location Request Form – (2009-2010 School Year)

1. Requested stop location must be a Board Approved Stop location.
2. Both the home and the requested Board Approved stop location must be within the attendance boundary of the school of attendance and be located at least $\frac{3}{4}$ of one mile from the school of attendance.
3. The requested Board Approved Stop is not more than one-half mile from the student's home and will not require student to cross a 4 lane roadway. New bus stops for this purpose will not be added.
4. Request must be for the same AM and PM stop location and be the same for every day of the week.
5. Approved changes to bus stop location will be continued from one school year to the next and do not require additional requests

The policies and review procedures for each request type are available at all schools receiving CPS transportation service and on the CPS Web Page: <http://www.cps-k12.org/general/transportation/transportation.htm>

School Session: Summer School -2009 _____ Regular School Year: _____ Summer School -2010 _____

School of Attendance: _____ **School #:** _____

Student Name(s) (Last/First) _____ **Grade** _____

1 _____

2 _____

3 _____

Home Address: _____

Change in Bus Stop Location Request

AM/PM Stop Requested: _____

Reason for Request: _____

As parent/legal guardian of the above noted child(ren), I request the changes to my child(s) transportation arrangements. I have read, understand and will comply with the policies pertaining to the requests being made:

Signature of Parent/Guardian Required Phone _____ Date: _____

Send request form to child's school of attendance. Form can be mailed or faxed to First Student, 100 Hamilton Blvd., Arlington Heights, OH 45215. Fax 513 672-0694, Phone 761-6100