



Dear Parents,

The District recognizes that certain circumstances may exist for individual families, which dictate that parents employ the use of in-home day care providers. As an accommodation to those families, and upon approval, the District may provide transportation to and from the pupil's school and a bus stop serving the residence of the permanent in-home day care provider. Please note that in order to qualify for this exception, the following two criteria **must** be met:

1. **The student must already be a current bus rider and eligible for busing based upon the home address location. Students within the walking boundary do not qualify.**
2. **The day care address must be within the school of attendance bus eligibility boundary.**

Prior year requests/approvals are **not valid** for the upcoming school year. New requests **MUST** be submitted each year to your home school, then reviewed and authorized by the Department of Support Services.

At the beginning of the school year, original requests should be submitted to the school. To allow bus routes to stabilize, these requests will be reviewed during the 3rd full week of school.

Final determinations shall be made no sooner than the 3rd full week of school, therefore you will need to make alternate transportation arrangements for your students prior to application approval.

Once a determination has been made, parents will receive notification from their school secretary.

Requests received after this initial application period will be reviewed in a timely manner. Parents will be advised of the determination from their building secretary.

PLEASE CONTACT THE SCHOOL OFFICE TO REQUEST AN AUTHORIZATION APPLICATION

Ron Johnson
Director of Support Services