

**ALTERNATE BUS STOP TRANSPORTATION REQUEST
CURRITUCK COUNTY SCHOOLS**

Please submit to home school. Please keep a copy for your files. Incomplete or denied applications will be returned to the school.

I acknowledge that transportation services will be provided on the terms described herein. I agree to inform the school as soon as any of the information on this form changes

Transportation Services will arrange for alternate address transportation under the following conditions:

1. The student's parent or guardian submits a written, signed request that states the specific location other than home to which the student is to be transported and acknowledges that the parent or guardian and not the school system is responsible for the student's safety once the child has departed from the bus.
2. The request for such transportation does not require a bus to deviate in any significant way from an established route.
3. There is capacity on the bus if the request would necessitate the student's riding a different bus from the regularly assigned bus.
4. The student's residence and requested bus stop are within the zone eligible for transportation service.
5. The request for such transportation does not cause the school system to incur any additional cost.
6. The proposed bus stop meets safety standards established by law, the board, the superintendent or the principal.
7. A student can have one alternate address only;
8. Under normal conditions, the *alternate address* must be accommodated with existing bus stops on an established bus route servicing the school, noting no new stops or runs will be created for alternate addresses;
9. Approval of this application will be based upon seat availability on the vehicle;
10. Currituck County Schools reserves the right to cancel previously approved alternate bus stop requests when load or service conditions warrant;
11. A parent/guardian must apply for use of an alternate address on an annual basis by way of the school;
12. If a change or cancellation to approved arrangements is required, it is the responsibility of the parent/guardian to complete a new application.

School Name: _____
Student Name _____:
Student Address: _____
Alternate Address: _____ AM <input type="checkbox"/> PM <input type="checkbox"/> Both
<i>Students may be assigned, based on seat availability, to the closest available stop based on the address provided above, noting that no new stops or runs will be created. Approved requests will be communicated to the parent/guardian through the Parent Portal within 10 business days.</i>
<u>Parent/Guardian Authorization</u>
In signing this application, I accept the terms and conditions and read the procedure
Date of Application: _____ Requested Effective Date: _____
Signature of Parent/Guardian: _____

For Student Transportation Services Use Only
Date of Review: _____ Authorization: _____
Action: _____