

# School of Origin Transportation Request Form

*"School of Origin" is defined as the school in which the student is or was last enrolled.  
2018 - 2019*



Home Address: \_\_\_\_\_

Transportation is requested for the following students to continue to attend the listed school(s):

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_ School: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_ School: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_ School: \_\_\_\_\_

Parent Contact Name: \_\_\_\_\_ Best phone #: \_\_\_\_\_

Alternate Contact Name: \_\_\_\_\_ Best phone #: \_\_\_\_\_

Special transportation is attempted for homeless students in accordance with the Every Student Succeeds Act's provision for school stability. School of Origin Transportation will be attempted at parent request and continued as long as the coordinated ride(s) is/are in the best interest of the student(s).

The best interest of the student is determined by attendance (including minutes per day) and other individualized factors.

- If this bus ride is not used consistently, the ride will be discontinued.
- In the case of illness, when the bus ride is not needed, please notify the Transportation Department as soon as possible by calling (904) 225-0127. Staff is available as early as 6am.

If a bus ride is not in the best interest of the student(s) because of length of time on the bus, bus exchanges, etc., is the parent/caregiver interested in transporting the student(s) themselves?

Coordinating this new route usually takes several days at best. Is the parent willing/able to provide transportation until the bus ride begins? (The liaison can usually help with gas by providing a gas certificate.)

Kindergarten students are not allowed to be dropped off at a bus stop without an adult there to meet them.

I understand that this special transportation route is being arranged specifically for my student(s) listed above and that this arrangement will continue as long as this is in the best interest of my student(s). I will do my part by being early when meeting the bus and by notifying the Transportation Department when the bus ride is not needed.

\_\_\_\_\_  
Signature of Parent Contact or initials of staff obtaining verbal agreement by phone and printed contact name.

If verbal, ask: "Would you rather come in to sign this contract, or have me sign my initials as a witness to this verbal agreement?" If verbal only, send a copy to the Parent Contact by mail or email as information. (Do not wait for the Parent Contact signature.)

Fax form immediately to the Homeless Liaison at 548-0439 and give one to your school's Principal.