



MIAMI EAST LOCAL SCHOOLS

2023-2024 TRANSPORTATION REQUEST FORM (Babysitting Only K-8)

This is a onetime form to be used to request that your child be picked up/ dropped off at a bus stop other than the student's home address. All request is a Monday thru Friday routine.

This request must be completed for each new school year. If a change is made during the school year, a new transportation form must be submitted and approved before the child is allowed to ride any other bus. The new request will void any previous transportation request. **Request are contingent upon availability of space on the affected bus. Requests take up to five (5) days to complete.**

Please note: When completing this form, the address for pick up and the address for drop off may be different, but cannot be changed from day to day. One form per child must be submitted.

Student's Name _____ Grade _____

Student's Home address _____

Home phone number _____ Cell or Work number _____

Parent's Name _____ Email _____

Provider Information

Provider's Name _____

Provider's Address _____

Provider's Phone Number _____

Pick up- I am requesting that the above named child be picked up Monday thru Friday at the above address or nearest bus stop (if a group stop).

A. _____ Home Address

B. _____ Provider's Address

Drop off - I am requesting that the above named child be dropped off Monday thru Friday at the address or nearest bus stop (if a group stop).

A. _____ Home address

B. _____ Provider's Address

Date requested for transportation to begin _____

Parent / Guardian Signature _____ Date _____

Action by Transportation Department

Approved _____ Bus number _____ Bus Stop _____ Signed: _____

Denied _____ Reason _____ Date _____

Fill out and email to: kknoop@miamieast.k12.oh.us