

**Redbank Valley School District
Transportation Department
Bussing Request**

Please complete all the information that applies and return as soon as possible for approval to:

Redbank Valley School District, Superintendent's Office
920 Broad Street, New Bethlehem, PA 16242
Attention: Mrs. Sherri McGinnis, Transportation Director
Phone 814-275-2426 Fax 814-275-2428

Full Name of Child **School** **Grade**

Parent/Guardian Name:

Date of Request:

Address:

City:

State:

Zip:

Home Phone:

Cell Phone:

Current Bus Number/Location (AM)

Current Bus Number/Location (PM)

Please check one:

New Student

School Bus Change

Bus Stop Change

Delete Student

Give specific information/reason for request:

Requested Bus Number/Location (AM)

Requested Bus Number/Location (PM)

Requested Start Date:

If bus stop is at a babysitter or daycare, please give the following information:

Name of babysitter/daycare:

Address:

City:

State:

Zip:

Phone:

Office of Transportation use ONLY

Approved:

Signature/Date

Location (AM):

Bus Number:

Time:

Location (PM):

Bus Number:

Time:

Start Date:

Disapproved:

Reason:

Original: Transportation Department

Copy to: Parent, School, Bus Contractor(s)

Approved changes will not take place until all parties have been notified.