



BUS ROUTE EMERGENCY DROP OFF/PICK UP CONTACT FORM

We require each child that rides the bus to have an emergency contact person for such cases as inclement weather, bus breakdowns, school closures, or early dismissals where the child's parents/guardians are not home and the children have been sent home early or the bus is cancelled or broke down and the child needs picked up or dropped off and their parent/guardian is not available. **Please fill out the necessary information below, and have your child return the form to the bus driver.**

This form would allow your child(ren) to be dropped off at this emergency contact's house, and/or be picked up by the emergency contact at the school or bus breakdown location. The emergency contact's residence must be on the **same** bus route your child(ren) rides at a designated stop. We will not go off route to accommodate such requests which includes in town stops on rural bus routes.

EMERGENCY DROP OFF CONTACT: School Year: _____ Bus Route: _____

Name of Student(s): _____ School: _____

Name of Emergency Contact on Route: _____

Land Location/Physical/Municipal Address: _____

Phone Number: Home: _____ Cell: _____ Work: _____

Email: _____ Relationship to Child: _____

In the event of an unplanned early dismissal, I do not have an alternate contact on route, please leave my/our child(ren) at the school.

EMERGENCY PICK UP CONTACT: In the event of a bus breakdown and I cannot be reached my emergency contact is.

Name of Emergency Contact: _____

Phone Number: Home: _____ Cell: _____ Work: _____

Email: _____ Relationship to Child: _____

I understand that in the event of an emergency and the options above are not available the bus driver will take the steps necessary to ensure the safety of my child(ren).

Signature of Parent/Guardian: _____