

Plainfield Community Consolidated School District 202

We prepare learners for the future.



Administration Center

15732 Howard Street
Plainfield, IL 60544

(815) 577-4000 – telephone
Web: www.psd202.org

TRANSPORTATION OFFICE

14812 S. Eastern Avenue, Plainfield, IL 60544

PHONE: (815) 436-7800 FAX: (815) 439-4830

Transportation@psd202.org

TRANSPORTATION POLICY FOR STOP LOCATION OTHER THAN STOP ASSIGNED TO HOME ADDRESS

During the school year, students may be transported to / from **one** stop address other than their home bus stop; however, the stop must be for **every day** of the week. The stop address must also be within the same school's attendance boundary.

The four possible choices for bus transportation are:

1. Pick up at home; drop off at home.
2. Pick up at home; drop off at sitter.
3. Pick up at sitter; drop off at sitter.
4. Pick up at sitter; drop off at home.

Students who are transported to / from a bus stop other than their assigned stop must have a parent / guardian signed transportation request form on file at the District's Transportation Department. A copy of that form is on the next page.

Please email the completed form to Transportation@psd202.org

Requests received by the District Transportation Office will become effective after **THREE (3)** school days.

PLAINFIELD COMMUNITY CONSOLIDATED SCHOOL DISTRICT 202 TRANSPORTATION OFFICE ALTERNATE TRANSPORTATION FORM

Students who are regularly transported to or from a bus stop other than the one assigned for their home address must have a signed, current request on file at the District's Transportation Office. **Alternate Transportation Forms must be resubmitted yearly.** Requests are granted based on current seats available, time schedules, and must be within the attendance boundary the child is attending. Information is also requested if District 202 does not transport the student due to day care center/sitter or parent transportation. Transportation must to the same address 5 days per week. The address provided for morning transportation, may be different from the afternoon address.

Please return this form to: TRANSPORTATION OFFICE or fax it to: (815) 439-4830
as soon as possible 14812 S. Eastern Avenue or email it to: Transportation@psd202.org
Plainfield, IL 60544

The District Transportation Office Requires a three (3) day notice (working days) to implement busing changes during the school year and a 2 week notice prior to start up of a new school year.

If you have any questions, please call Transportation at 815-436-7800

REQUEST TO TRANSPORT STUDENT TO/FROM DIFFERENT BUS STOP

STUDENT'S NAME: _____
(Last Name) (First Name)

SCHOOL: _____ GRADE: _____

HOME ADDRESS: _____ CITY: _____ ZIP: _____

HOME PHONE NUMBER: _____ HOME SUBDIVISION: _____

WORK PHONE NUMBER(S) OF PARENT/GUARDIAN(S): DAD: _____ MOM: _____

SITTER'S NAME: _____

SITTER'S ADDRESS: _____ CITY: _____ ZIP: _____

SITTER'S PHONE NUMBER: _____ SITTER'S SUBDIVISION: _____

Select the time of day to be bused to and/or from the sitter: To school only From school only Both ways

DATE FOR BUSING TO START AT SITTEER: _____

ADDITIONAL
COMMENTS: _____

PARENT / GUARDIAN NAME PRINTED: _____

SIGNATURE: _____ DATE: _____

Adult providing childcare is required to sign the statement below

I acknowledge the above named student is in my care as indicated above requiring transportation from the bus stop associated to my address. I understand I am responsible they arrive to and/or from the bus stop safely, and am responsible for their behavior at the bus stop.

SITTER'S SIGNATURE: _____ DATE: _____