

Dear Parents,

The Lackawanna Trail School District has established transportation guidelines for students who travel to and from school via a school bus or private transportation. These guidelines stipulate that students are allowed one designated pick-up location and one designated drop-off location. These locations do not have to be the same. Students are also allowed to travel on one bus to school and a different bus home. Example: If a student arrives to school on Bus #5, they are allowed to take another bus home. If the student uses the district private transportation, a student could be picked up from one address point and dropped off to a different address point. Example: A student can be picked up at mom's house and dropped off at an aunt's house. However, in both cases, this must be consistent on a daily basis.

In order for a student to be approved for separate pick-up and drop-off locations, parent/guardian must complete the form below. Upon receipt of this application, the request will be reviewed by the building principal and the Director of Transportation.

If you should have any questions, please feel free to contact the school office.

Sincerely,

Mark Murphy
High School Principal
570-945-5181

Brian Kearney
Elementary Principal
570-945-5153

Thomas Schofield
Director of Transportation
570-945-5153 *3220

Alternate Stop Application Form

Please print clearly and return to the school office.

Date: _____ Child's Name: _____

DOB: _____ Grade: _____

Current Bus Stop Location:

Check which type of transportation your child receives: Bus # AM: _____ PM: _____

Private Transportation: where does the student go after the driver picks up? _____

A detailed reason as to why it is necessary for a child to be transported to the alternate location must be provided.

Desired New Bus Stop Location: _____

Check if this Change is for AM PM Bus # _____

Or if Private Transportation, desired Drop-Off Address point: _____

Print Name Parent/Guardian: _____ Contact # _____

Signature Parent/Guardian: _____