



Alternative Bus Service Request Form

Wisconsin Rapids Public Schools Board policy states that, “Students will ride on assigned buses. Parents must request, in writing, an exception from this rule. Requests shall be made to the designated staff person. Students will board and disembark from their assigned bus as designated unless written permission from the designated staff person at the school is granted to be let off at other than the regular stop. Parents will assume the responsibility of the child when such a request is made and granted.”

Please be aware that transportation to/from a childcare provider **may** be available for students who are eligible for busing **if** the childcare provider is located within their school attendance area, **and** the provider’s address is within a current bus route for that school, **and** there is space available.

...Complete and return this form to: Paula Tesch (District Office) paula.tesch@wrps.net 510 Peach Street, Wis. Rapids, WI 54494

NOTE: Your request may take up to 24 hours to process.

Please list the names of any child in your household who will use this Alternative Bus Request:			
Name:	School:	Grade:	
Name:	School:	Grade:	
Name:	School:	Grade:	
Name:	School:	Grade:	
Parent’s Name:			
Home Address:			
Home Phone:	Work Phone:	Cell Phone:	Regular Assigned Bus Number (if known):
<p>What is the alternative address your student(s) should be dropped off/picked up at?</p> <p>_____</p> <p>Please provide the name of the person who resides at this alternative address and their relationship to your child(ren)?</p> <p>_____</p> <p>Are you requesting: <input type="checkbox"/> AM Pick-up only <input type="checkbox"/> PM Drop-off only <input type="checkbox"/> Both</p> <p>What date is this change to begin, or what alternative dates is this change being requested for:</p> <p>_____</p> <p>_____</p>			
Parent/Guardian Signature: _____		Date: _____	
For Office Use Only			
<input type="radio"/> Request APPROVED <input type="radio"/> Request DENIED		Transportation Director/Designee Signature: _____	