

BUS EXCEPTION – CHANGING SCHEDULE
(changing schedule daily/weekly)

PLEASE READ!! This form is to be completely filled out every school year for **each** student who will be picked up and/or dropped off at any location other than their home address.
Arrangements will not take effect until this request has been processed by the District Operations Office.
Please note that upon consideration not all requests may be accommodated.

DISTRICT POLICY (Must be called in to the Transportation Department 734-654-3433)

- This Bus Exception **MUST** be called in for the days that it needs to happen
- Multiple days in the **SAME** week can be called in at the start of the week
- Even if the schedule is the same every week, it **MUST** be called in **EACH** week

Student's Name: _____

Home Address: _____

City: _____ Phone: _____

School _____ Grade _____

Mother: _____ Day Phone: _____ Alt. # _____

Father: _____ Day Phone: _____ Alt. # _____

Emergency Contacts

Name: _____ Phone _____ Cell: _____

Name: _____ Phone _____ Cell: _____

Pick Up and/or Drop Off Location

Daycare: _____ Contact: _____

Address: _____

City: _____ Phone: _____ Cell: _____

Signature**

Date

****This form must be completed and signed by child's Parent or Legal Guardian****

Upon completion, return this to: Airport Schools District Operations Office, 11270 Grafton Rd., Carleton, MI 48117

FOR OFFICE USE

Date Received: _____ By: _____ Bus IN: _____ Bus OUT: _____

P/U Time: _____ D/O Time: _____

Effective date: _____ PLACE: _____ PLACE: _____

Transfer bus (if any): _____