

ADOPTED: October 1, 1993
REVIEWED: November 21, 2002

**STUDENT TRANSPORTATION SERVICES TO ALTERNATE
LOCATIONS**

MSAD #54 students may be transported on District buses to day care centers or other alternate locations only under the following conditions. An alternate location is defined as a location other than the established bus stop nearest to the student's home.

1. Bus routes will not be altered or modified to travel to an alternate location. The alternate location must be on an established bus route.
2. If the bus that travels to the alternate location is different from the one the student takes to travel home, there must be adequate space for the student on the bus.
3. The student's parent or legal guardian must submit a written, signed request to the student's principal, for the District to drop off the student at a specific alternate destination.
4. The parent's or guardian's written request must be approved in writing by the principal. Parents should not assume that their children will be dropped off at an alternate destination until after they have received this written approval. A copy of the request and approval letters must be forwarded to the Business Administrator's office.
5. In the event that a parent desires student transportation to an alternate location on an established bus route that is outside of the District, the parent must apply to the Support Services Committee in writing before the school year starts. Approval by the Support Services Committee is required before a student will be transported to such a location.