

INFORMATION FOR PARENTS REGARDING BUS STOP CHANGE REQUESTS

Please complete the information requested on the attached form and return to the Transportation Office.

Each request is reviewed in the order that they are received. After the review is complete, you will be notified by letter or phone call.

Please Note:

- This form is not to be used for Daycare purposes, please use the Daycare Alternate Destination Form.
- If you live on a private road, dead end road or in a subdivision – any request to drive into these areas will be denied. Bus stops are placed at the entrances only.
- Bus stops do not always remain the same from year to year. Students promoted into the 6th grade will be added to the nearest secondary level bus stop. No new stops will be added without a completed “Stop Change Request Form” and a physical review.
- Per the Michigan Pupil Transportation Act #187, it is the parent’s responsibility to get their child to and from the designated bus stop. Students may find it necessary to walk some distance to the designated bus stop.

Decision for all stop requests changes are physically reviewed. We are unable to process any stop change request during the first three weeks of the school year. We appreciate your patience during this time. Again, all changes are processed in the order they are received.

Thank you

The Fenton Area Public Schools
Transportation Department

FENTON AREA PUBLIC SCHOOLS
TRANSPORTATION DEPARTMENT
3200 Donaldson Dr.
Fenton, MI 48430
810-591-8911 or 591-8908
FAX NO. 810-591-8905

BUS STOP CHANGE REQUEST FORM

Student Name: _____

Address: _____ City/Zip Code _____

Phone: _____ Grade: _____

School _____ Parent's Name _____

Current Stop Location _____

Proposed Stop Location _____

Parent's Signature _____ Date: _____

Reason(s) for request: _____

This form should be completed and returned to the Transportation Building.

A completed "Bus Stop Change Request Form" will be accepted at any time but changes will not be granted during the first two weeks of school. The Transportation Supervisor will review the change requests. You will be contacted and informed if the change is approved or denied. The student(s) are to remain at the assigned bus stop until a review is completed.

All bus stops must comply with district policies, practices, and the Michigan Pupil Transportation Act #187. You can review this public act by clicking the link on the Transportation Department's web page.

DO NOT WRITE BELOW THIS LINE-OFFICE USE ONLY

Date Received: _____

Approved/Denied By: _____ DATE: _____

Comments: _____

Parent Contact Completed By: _____ Date: _____