

Dear Parents & Guardians,

A note is required if a child is changing their way home from their usual way that is listed in the office, if someone else besides you will be meeting your kindergartener at the bus stop or if your child will be going home with someone else on the bus. Listed below are the correct procedures.

The student **must bring a note** from home that includes:

The **Full Name** of the student, teacher's name, grade and room number (listed on back) on a full sheet of paper. If your child will be riding someone else's bus home then you will also need to list the **Full Name of both students** explaining who is riding home with whom. As long as **both names of the students** are included; two notes will not be required (one from each parent).

A parent's signature and telephone number where you can be reached if any questions should arise.

The note **must be turned into the school office for approval.**

The note will then be copied on colored paper and the **copy MUST go to the bus driver or the change will not be accepted.**

To Access transportation forms online:

- go to Homestead home page
- click on "school information" tab @ top of page
- Click on "FAQ"
- Scroll down to find appropriate form that will be underlined.
- click on it (you will need to download the safe and free Acrobat Reader if you do not already have it)
- Print form

****Please use the form below for any transportation changes, copies may be made.****

Change in Daily Transportation

Date _____

Student's Name _____

Teacher Name, Grade & Room # _____

Change in Transportation _____

(Parent Pick-up, Kids Connection, etc.)

Parent Signature & Telephone # _____