



Please complete a separate form for each student that will be riding the bus. Please indicate your student's enrollment status with an X next to the appropriate heading below:

New: **Re-enrolled:** **Re-enrolled/New Address:**

Student Information

Student Name:		Date of Birth:	
Grade Level:		Classroom Teacher:	
Home Address			
Pick up location			
Drop of Location			
Home Phone Number:		Cell Phone Number:	
Mother/Guardian Name :		Phone Number:	
Father/Guardian Name:		Phone Number:	

Emergency Contact Information

Emergency Contacts - Please provide at least 3 emergency contacts that the transportation provider may call in case of an emergency.

Emergency Contact Name:		Phone Number:	
Emergency Contact Name:		Phone Number:	
Emergency Contact Name:		Phone Number:	

Please note: Your child's bus assignment is not final until you receive an official notification from **Auxilio Services**

This Section is mandatory for students in Kindergarten through 3rd Grade Only.

The transportation provider is not legally responsible to ensure that anyone is at the bus stop at the time a student is discharged from the school bus. However, it is a best practice to transfer custody of students in grades K-3 directly to a responsible adult at the bus stop. This means that if an authorized adult, **with ID**, is not at the bus stop at the scheduled drop-off time, the student will not be permitted to exit the bus and will be returned to the Auxilio Bus Garage as **"undeliverable"**.

The only exception will be Young 5s-3rd grade students who exit with a sibling in grade 4-8.

"Undeliverable" student process:

1. Student returned to Auxilio Bus Garage; 2. Parents called 1 hour wait maximum from initial notice/attempt; 3. Police notified

An "Undeliverable" student event will result in the following:

1st violation: parent meeting before return; **2nd violation:** 3 day bus suspension; **3rd violation:** permanent suspension

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If I am not at the bus stop location, the following individuals may receive my student.

Name	Relationship to Student



Parent/Guardian (Please Print) _____

Parent/Guardian: _____ Date: _____

Office Use Only:

- **Bus Color:** (a.m.) _____ (p.m.) _____
- **Student Status:** *Registered* _____ *Re-enrolled* _____
- **Date/Time sent to vendor:** _____

Transportation Office Use Only

<i>Bus/Route Assigned to:</i>		<i>Pick up time:</i>	
<i>Drop off time:</i>		<i>Effective Date:</i>	
<i>Notice Provided to School on:</i>		<i>By:</i>	