



Berkshire Local Schools

Transportation Department

14259 Claridon Troy Rd. PO Box 364 Burton, Ohio 44021

Phone: (440)834-3380 Fax: (440)834-2058

transportation@berkshireschools.org

Transportation Request Form

Complete one form per child every year

Student's Name: _____ Gender: _____

Birth date: _____ Child's grade 2020-2021: _____

School: Burton Elementary Ledgesmont Elementary Berkshire Jr./Sr. High School Other: _____
(please specify)

Parent/Guardian Name/s: _____

Home Address: _____

Home Telephone #: _____ Cell #: _____ Cell # _____

Email: _____

Please Check When Transportation is needed:

Pick Up Only (to School) Drop Off Only (from School) Both (to/from school)

NOTE: AM and PM address locations can be different from one another; *however*, only one location will be allowed for pick up and one for drop off.

****For the safety of all students, we are unable to accommodate multiple locations.****

AM Pick up Address: _____ home: sitter:

Name and Phone number of sitter: _____

PM Drop off Address: _____ home: sitter:

Name and Phone number of sitter: _____

Please read the following transportation regulations:

I am requesting that the above listed child be transported to/from the addresses listed above. I understand that these locations will be the permanent address for pick up and drop off for the 2020-2021 school year. I acknowledge that once my child is transported from/to the designated pick up and/or drop off point, I assume full responsibility for the safety and welfare of my child at their assigned bus stop and understand that the bus stop may not be in the direct line of sight from my home and if this is the case they may require a parental/or designee escort to/from their stop. (An escort is mandatory for students in kindergarten through 3rd grade unless written permission is given to the transportation department in order to let the student(s) off unescorted.) If my child does not utilize transportation for three (3) weeks concurrently, they will be removed from the route and a new request must be submitted in order for transportation to resume.

Parent Signature: _____ Date: _____

Please Note: Requests may take up to two (2) school days to process.

Please mail To: Berkshire Transportation Dept.
PO Box 364
Burton, Ohio 44021
Email: transportation@berkshireschools.org

Deadline: Friday, May 22, 2020

Fax: 440.834.2058

TO BE COMPLETED BY OFFICE

Bus#: am _____ pm _____ Effective: _____ Bus Stop Times: _____ am _____ pm

Approved Not Approved By: _____ Transportation Manager