

ELIZABETHTOWN AREA SCHOOL DISTRICT
Non-Public School Transportation Request Form

Non-Public School Name: _____ School Year 2024-2025

Parent or Guardian's Full Name: _____

Telephone: _____ Email Address: _____

Student's Street Address: _____
_____ Zip _____

<u>Full Name of Student</u>	<u>Grade</u>	<u>Birthdate</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Regular Busing Schedule – AM / PM
There is no need to submit a request if transportation is NOT needed.

We are requesting Elizabethtown Area School District busing for AM regular busing. _____

We are requesting Elizabethtown Area School District busing for PM regular busing. _____

I understand:

This information will be confirmed and verified with the non-public school student roster provided by the non-public school to ensure enrollment.

Transportation will be provided according to the non-public school calendar.

No mid-day transportation will be provided.

When a non-public school dismisses early, Elizabethtown Area SD will provide an early bus; however, if a non-public school shares transportation with another non-public school that does not share an early dismissal day, no transportation will be provided for early dismissal.

A separate "Alternate Transportation Request Form" needs to be submitted for approval when transportation other than "home" is desired. This request must be for consistent daycare or custody purposes only.

In order to be implemented for the first day of school, this form must be received by the Elizabethtown Area School District Transportation Coordinator prior to July 31.

Weather early dismissals: When Elizabethtown Area School District dismisses early for weather, Elizabethtown Area School District will also pick up nonpublic school students early. The Elizabethtown Area School District Transportation Coordinator will call or email nonpublic schools with the time of dismissal for Elizabethtown Area-resident students. If nonpublic schools dismiss early for weather, Elizabethtown Area School District will send a bus early for students.

Weather closings: When Elizabethtown Area SD closes for weather, no bus operates (even if nonpublic school is open).

Weather delays: Nonpublic schools follow Elizabethtown Area School District schedule for delays (if Elizabethtown Area School District is on time but nonpublic school is 2-hour delay, Elizabethtown Area School District bus runs on the schedule of the nonpublic school. If Elizabethtown Area School District has a 2-hour delay but nonpublic school is on time, Elizabethtown Area School District runs 2-hours late). Closings and delays can be monitored on WGAL-TV.

Signature of Parent or Guardian _____ Date _____

Please return this form to: Elizabethtown Area School District Office Email: transportation@etownschools.org
Transportation
600 E. High St., Elizabethtown, PA 17022 Fax: 717-367-1920

ATTENTION: Between Aug. 1 and Sept. 10, the transportation department needs to prioritize route planning, bus stop letters for families, driver training, and students without a bus schedule. During this time period, requests for alternative care, dual custody and non-public transportation will be held. Those submitted during this timeframe will be worked on in the order they are received beginning September 11. Thank you in advance for your cooperation.

Elizabethtown Area School District
ALTERNATE CARE Transportation Request 2024-2025

Students may only use the assigned AM and PM stops. Different locations may not be used on different days (including early dismissals or late starts). A student cannot be assigned to two AM or two PM stops. By requesting an Alternate Care bus stop, you are relinquishing your child's "home" bus stop assignment.

1. This form is to be used if alternate busing is needed on a long term basis (entire year or rest of year). **It must be resubmitted each year.**
2. **Requests must be for five days a week Monday-Friday.**
3. This form can be used to request an AM alternate stop only, PM alternate stop only, or both AM and PM alternate stop.
4. Requests will only be approved if there is sufficient room on the bus. **Approval must be confirmed before the student can ride.**
5. Sufficient time is needed for driver notification and implementation.
6. **The requested stop must be an existing stop in your child's school's attendance zone.**
7. If you are in a dual custody situation, both parents must sign this form.

Student _____

School _____ Requested Start Date _____

Parent 1 Name _____ Signature _____

Home Address _____ City _____

Email _____ Phone _____

Parent 2 Name _____ Signature _____

Home Address _____ City _____

Email _____ Phone _____

Alternate Address AM _____

Responsible Individual _____ Phone _____

at alternate address _____ Phone 2 _____

Alternate Address PM _____

Responsible Individual _____ Phone _____

at alternate address _____ Phone 2 _____

RETURN TO: EASD TRANSPORTATION
600 E. HIGH STREET
ELIZABETHTOWN, PA 17022

FAX: 717.367.1920
EMAIL: transportation@etownschools.org

ATTENTION: Between Aug. 1 and Sept. 10, the transportation department needs to prioritize route planning, bus stop letters for families, driver training, and students without a bus schedule. During this time period, requests for alternative care, dual custody and non-public transportation will be held. Those submitted during this timeframe will be worked on in the order they are received beginning September 6. Thank you in advance for your cooperation.