

# Policy

## Egg Harbor Township Board of Education

### 8610

#### Student Pick Up and Drop Off Locations

Due to the rapid growth of the Egg Harbor Township School District and the desire to insure the health, safety and welfare of the students of the district, this policy limits the number of pick-up and drop-off locations for each student.

Parents and students are limited to a single morning pick-up location and a single afternoon drop-off location that are to be consistent throughout the year. Due to the volume of students being transported, daily changes to these locations can no longer be honored.

#### Request for Changes in Original Student Pick Up and Drop Off Locations

No transportation changes will be made during the first two weeks of the school year.

Changes to the original pick-up and drop-off assignments will be considered only under the following circumstances: change of residence within the district, a change in before school and/or after school child care arrangements and unusual circumstances deemed to be an emergency by the district's transportation department.

Should a parent request a transportation change for their child to and from school, to a location other than the student's residence they must submit a Certificate of Transportation Change form to the Transportation Office, in writing, dated, giving the reason for the requested change. The Transportation Coordinator will review the request and render a decision. A response will then be given to the parent/guardian within two school days after the Transportation Coordinator receives the request. If the request is approved, there will be a 3 school day waiting period for the change to take effect. Transportation changes will be considered only if the arrangements are the same everyday, Monday-Friday. No sporadic schedules.

If a decision cannot be made within two school days as stated above, the parent/guardian would be notified that the request would have to go to the transportation committee for review. At that time, the parent/guardian will be advised when the next transportation committee meeting will be held and at what date a reply would be given to the parent/guardian.

When a parent/guardian requests a change in bus stop they agree to release and discharge the Board of Education, its agents, servants and employees of and from any liability arising from the requested change in bus stop.

Adopted: 6/30/2003

