

SPENCER-VAN ETTEN CENTRAL SCHOOL  
 TRANSPORTATION DEPARTMENT  
 TRANSPORTATION REQUEST/CHANGE FORM

**Student Name:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**School:** **Elementary** \_\_\_\_\_ **Middle** \_\_\_\_\_ **High** \_\_\_\_\_

**Parent's Name:** \_\_\_\_\_

**Parent's Street Address:** \_\_\_\_\_

**Parent's Phone Number:** \_\_\_\_\_

*Please indicate HOME, \*DAYCARE, WALKER (parent pick-up), or YWCA in the appropriate boxes below.*

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
AM					

**\*Daycare Address:** \_\_\_\_\_

**\*Provider's Name:** \_\_\_\_\_ **Provider's Phone:** \_\_\_\_\_

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
PM					

**\*Daycare Address:** \_\_\_\_\_

**\*Provider's Name:** \_\_\_\_\_ **Provider's Phone:** \_\_\_\_\_

Thank you,  
 John Horvath  
 Spencer - Van Etten Transportation

**\*EMERGENCY CLOSING INFORMATION\***

An emergency closing can happen as soon as the first day of school, due to weather, power outage, or other emergencies. It is essential that we have a plan in place for the current school year. **Please fill out the bottom portion of this form stating where your child(ren) will go if we have to implement an emergency closing.** Afterschool programs will be closed (i.e. Sports, YWCA, any PAVE activities, homework club and tutoring). The emergency closing plan will be done automatically when school administration has to close school due to an emergency. Please avoid calling the school, as the teachers will have your students' dismissal plan ready to be put into action quickly. If this plan changes during the school year, please contact the school with updated information.

**Same as normal plan please circle:** YES or NO

If there is a change from the normal plan:

Name \_\_\_\_\_ Phone# \_\_\_\_\_ of person **picking up** your child,

OR Name \_\_\_\_\_ Address \_\_\_\_\_

Phone # \_\_\_\_\_ of person your child is riding the bus to.