

## TRANSPORTATION CHANGE FOR EARLY DISMISSAL AND MORNING DELAY

Child's Name \_\_\_\_\_

Grade \_\_\_\_\_ ID# \_\_\_\_\_ Homeroom/Teacher \_\_\_\_\_

At certain times during the school year it is necessary **to dismiss children early or have a delayed opening** due to inclement weather or for the purpose of professional development for staff and teachers. Please indicate below any transportation **changes** so the office staff and the transportation department can prepare in advance.

### EARLY DISMISSAL

◇ My child will be a walker and picked up by: \_\_\_\_\_.

◇ My child needs to go to the following alternate location for drop off:

\_\_\_\_\_  
(Please list complete address)

◇ **No change is necessary.**

### DELAYED OPENING

◇ My child will be at the following alternate location for pick up:

\_\_\_\_\_  
(Please list complete address)

◇ **No change is necessary.**

Parent Signature \_\_\_\_\_

Telephone # \_\_\_\_\_

**PLEASE RETURN EVEN IF NO CHANGE IS REQUIRED**