Greenville Public Schools Transportation Department
Student Bus Registration Form
2019/2020 School Year

Please Indicate:  New Request ______  Change Request ______

<table>
<thead>
<tr>
<th>Student Name</th>
<th></th>
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<table>
<thead>
<tr>
<th>Home Phone</th>
<th>Cell Phone</th>
</tr>
</thead>
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<table>
<thead>
<tr>
<th>School</th>
<th>Grade</th>
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</table>

<table>
<thead>
<tr>
<th>Email address</th>
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<table>
<thead>
<tr>
<th>Home Address</th>
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Parent/Guardian Signature

Bus transportation is allowed to/from Home Address or one Alt address only. Alternate stops for elementary students must be in the district area of the school they attend; the use of this stop must be on a consistent weekly basis.

### Alternate Stop Information

<table>
<thead>
<tr>
<th>Alternate Contact Name</th>
<th></th>
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</thead>
</table>

<table>
<thead>
<tr>
<th>Relationship</th>
<th>Daycare</th>
<th>Babysitter</th>
<th>Family Member</th>
<th>Other______________________</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Alternate Address</th>
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</table>

<table>
<thead>
<tr>
<th>Alt. Phone</th>
<th>Cell Phone</th>
</tr>
</thead>
</table>

Please indicate a schedule for Bus Stop(s), if known, or indicate only as needed.

**To School:**
- Mon Home____ ALT____
- Tue Home____ ALT____
- Wed Home____ ALT____
- Thu Home____ ALT____
- Fri Home____ ALT____
- ALT - as needed____

**From School:**
- Mon Home____ ALT____
- Tue Home____ ALT____
- Wed Home____ ALT____
- Thu Home____ ALT____
- Fri Home____ ALT____
- ALT - as needed____

For Transportation Office Use Only

<table>
<thead>
<tr>
<th>Primary Stop Info:</th>
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<table>
<thead>
<tr>
<th>ALT Stop Info:</th>
</tr>
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</table>

The purpose of this form is to add/change Home bus transport or add/change Alternate bus transport. **ALL change of address notifications must be submitted to your child's school first.** If your change of address requires a change in bussing, please complete this form and return it to your child's school office or directly to the Transportation Dept. Handwritten notes and telephone calls are not accepted. **All changes take up to 48 hours for processing.** Please notify the Transportation Dept. 24 hours prior to using the “as needed” Alt stop. The school district provides transportation as a non-mandated service, and establishes placement of bus stops in accordance with the requirements of the law.
Greenville Public Schools Transportation Department

Medical Information

Dear Parent/Guardian:
Please inform the Transportation Department of any medical needs your child may have. This will help us further ensure your child’s safety (asthma, bee stings, allergies, seizures, etc…..).

In case of an emergency, our normal procedure is as follows:
● Stop the bus in a safe area
● Radio the Transportation Department Dispatch
● Dispatch will call 911 and notify parents or guardian
Information will be shared with GPS staff only on a “need to know” basis.

Thank you.

Basic Bus Rider Rules

Assertive Discipline Plan - General Summary
1. Follow the bus driver’s instructions - the first time
2. Sit down and stay in your seat, facing the front
3. No fighting, swearing, rude gestures or loud talking
4. No eating, drinking, gum chewing or use of tobacco or drugs
5. Do not litter, write on or damage the bus in any way

Consequences - Elementary Grades
1. Verbal Warning
2. 1st Slip - Written Warning
3. 2nd Slip - Up to 3 days suspension from bus
4. 3rd Slip - Up to 5 days suspension from bus
5. 4th Slip - Indefinite suspension

Consequences - Secondary Grades
1. Verbal Warning
2. 1st Slip - Written Warning
3. 2nd Slip - Up to 5 days suspension from bus
4. 3rd Slip - Up to 10 days suspension from bus
5. 4th Slip - Indefinite suspension

Signature of Parent/Guardian
Date

It is the responsibility of the parent or legal guardian to see that a child gets safely to and from the bus stop.

Greenville Public Schools * 1414 Chase Street * Greenville, MI 48838 * 616-754-3850

Transportation Office: During School: 5:30am - 5pm ~ Summer: 7am - 3:30

Updated: 07-16-2019