Courtesy Seat Request Form   August 2021

Newfoundland & Labrador
English School District

FOR COMPLETION BY PARENT/LEGAL GUARDIAN:

School: _____ Date: _____

Student 1: _____ Grade: _____ DOB: _____ Homeroom: _____

Student 2: _____ Grade: _____ DOB: _____ Homeroom: _____

Student 3: _____ Grade: _____ DOB: _____ Homeroom: _____

Parent/Legal Guardian: 1. _____ 2. _____

CIVIC ADDRESS - Street #: _____ Street Name: _____ Community: _____

Current bus route assigned to: _____ *(if applicable)*

REQUEST OPTIONS:
A) Courtesy Seat on bus route (other than your assigned one) and bus stop: _____ / _____

   OR   *(route request)   (bus stop request)*

B) Change in bus stop along your assigned route: _____

                                                (bus stop request)

Duration for which you are requesting this Courtesy Seat or Bus Stop:

Start date: _____ End date: _____

Note: maximum - all of current school year, minimum - 1 week

Rational for Request:

```



```

I, _____ wish to have my custodial child(ren) (indicated above) avail of a courtesy seat(s) as defined by the Newfoundland and Labrador English School District. I understand that, if approved by the School Administrator, this approval can be rescinded at any time (1 weeks notice) if the seat(s) is required for an eligible student or in extenuating circumstances at the discretion of the District.

Parent/Legal Guardian Signature: _____

FOR SCHOOL COMPLETION ONLY:

School: _____ Contractor/Board Owned Depot: _____

Student: _____ Approved: ☐   Not Approved: ☐

   Route: _____ Bus Stop: _____ Start/End Date: _____

Student: _____ Approved: ☐   Not Approved: ☐

   Route: _____ Bus Stop: _____ Start/End Date: _____

Student: _____ Approved: ☐   Not Approved: ☐

   Route: _____ Bus Stop: _____ Start/End Date: _____

School Administrator Signature: _____ Date: _____

School Administrators are expected to ensure that their Student Transportation Operators have up-to-date bus lists.