

Jamesville Dewitt Central School District

Transportation Department

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Jennifer Capria, Director
of Transportation

Nikoahl Burt, Dispatcher

STOP CHANGE REQUEST FORM

Bus #: _____ School: _____ Date: _____

Driver's Name: _____ Submitted By: _____

Current Stop: _____

Proposed Stop: _____

Reason: * (please describe clearly and see notation below)

Student Name (s)

- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

Approved by: _____ Effective Date: _____

Request Denied by: _____ Reason: _____

*Please Note: Consideration to change a student's bus stop will be **for safety reasons only**. Requests must be made in writing and received by the Transportation Department office by the last business day in September for the current school year, or within 30 days of establishing residency in the Jamesville-Dewitt school district. Requests for bus stop changes will be considered after September 30th and may take up to three weeks to be processed. **Bus stop changes cannot be accepted by phone.**

Students in the Jamesville-Dewitt School District are placed at group bus stops. Bus stops and routes are consolidated to meet the needs of the district. Bus routes and stops are subject to Department of Transportation rules and regulations which may prevent a stop from being changed.