



**GALVESTON INDEPENDENT SCHOOL DISTRICT
REQUEST FOR BUS TRANSPORTATION FORM
2019-2020**



THIS FORM IS TO BE COMPLETED BEFORE ANY STUDENT IS PERMITTED TO RIDE A GISD SCHOOL BUS TO AND FROM SCHOOL

(LAST NAME OF STUDENT) (FIRST NAME OF STUDENT)

(HOME ADDRESS - STREET NUMBER, NAME, CITY, ZIPCODE)

PLEASE LIST THE STUDENT'S PICK-UP ADDRESS AND DROP-OFF ADDRESS IN THE SPACE BELOW
ONLY ONE (1) LOCATION FOR EACH IS ALLOWED. FLUCTUATING SCHEDULES ARE NOT PERMITTED

(PICK-UP ADDRESS) (DROP-OFF ADDRESS)

(STUDENT ID #) TRANSPORTATION NEEDED: AM PM BOTH
(CIRCLE ONE)

(SCHOOL) (GRADE) (GENDER) (AGE) (DATE OF BIRTH)

PARENT/ GUARDIAN NAME: _____ SIGNATURE: _____

(PHONE - HOME) (PHONE - CELL)

STUDENTS WILL ONLY BE TRANSPORTED TO AND FROM RESIDENCE - STUDENTS WILL NOT BE DROPPED OFF AT BUSINESS LOCATIONS
REGISTRARS: THIS FORM MUST BE COMPLETELY FILLED OUT BEFORE TRANSPORTATION IS APPROVED

The Galveston ISD Transportation Department is pleased to provide safe and efficient bus transportation service to and from school for eligible students residing in the District.
Eligible students are defined by State statute as those residing in the District at least two miles from the school they attend, as measured by the nearest practical route on a public road. Galveston ISD also chooses to transport ineligible students at District expense if hazardous conditions exist.

The following students will not be eligible for transportation services.
PK3-4th Grade - .3 miles from Campus
5th-8th Grade - .5 miles from Campus
9th-12th Grade - .75 miles from Campus
PLEASE REFER TO YOUR CAMPUS WALK-OUT ZONE MAP

TRANSPORTATION OFFICE USE ONLY

ROUTE AM: _____ ROUTE PM: _____ DATE RECEIVED: _____

AM BUS STOP: _____ PM BUS STOP: _____

AM PICK-UP TIME: _____ PM DROP-OFF TIME: _____

DISCIPLINARY ACTION FOR VIOLATION OF SCHOOL BUS RULES AND REGULATIONS

§ 1 report = documentation purpose

§ 2 reports = probation (1-2 days suspension from transportation)

§ 3 reports may = 3 day suspension from transportation

§ 4 reports may = 5 day suspension from transportation

§ 5 reports may = 1 month suspension from transportation

§ 6 reports may = suspension from transportation for the remainder of the year

At the discretion of the Transportation Department, bus riding privileges may be suspended and/or the length of the suspension may be changed from the above discipline procedure due to the nature of the infraction.

GROSS MISCONDUCT: GROSS MISCONDUCT THAT ENDANGERS OTHERS SAFETY, OR THAT DESTROYS PROPERTY WILL RESULT IN IMMEDIATE BUS SUSPENSION BY THE DIRECTOR OF TRANSPORTATION. EXAMPLES OF GROSS MISCONDUCT INCLUDE, BUT ARE NOT LIMITED TO: OPENING EMERGENCY EXIT DOORS OR WINDOWS (EXCEPT FOR EMERGENCIES) ABUSIVE LANGUAGE, HANGING ANY BODY PART OUT OF THE BUS WINDOW, THROWING OBJECTS, BREAKING WINDOWS, CUTTING SEATS, OR FIGHTING.

PLEASE NOTE THAT ONCE YOUR PAPERWORK IS RECEIVED AT TRANSPORTATION, IT CAN TAKE UP TO 48 HOURS BEFORE YOUR CHILD CAN BE ASSIGNED A BUS. ONCE ASSIGNED, THE SCHOOL IS NOTIFIED OF THE ROUTE INFORMATION AND A REPRESENTATIVE FROM TRANSPORTATION WILL CALL THE PARENT/GUARDIAN TO CONFIRM TRANSPORTATION SCHEDULE.

PARENTS MUST REGISTER THEIR CHILD EVERY SCHOOL YEAR. IN THE EVENT THAT YOU MOVE TO A DIFFERENT RESIDENCE YOU MUST FILL OUT A NEW REQUEST FOR TRANSPORTATION AT THE CAMPUS.

IF A STUDENT DOES NOT SHOW UP AT THE DESIGNATED STOP FOR 3 DAYS, THE BUS DRIVER MAY DISCONTINUE THAT STOP. PARENT/GUARDIAN WILL NEED TO CONTACT THE TRANSPORTATION DEPARTMENT IF THEY WISH TO REINSTATE THE BUS STOP.

SCHOOL BUS RULES

- 1.) **OBSERVE SAME CONDUCT AS IN THE CLASSROOM.**
- 2.) **BE COURTEOUS, USE NO PROFANE LANGUAGE**
- 3.) **DO NOT EAT OR DRINK ON THE BUS. WATER IS PERMITTED.**
- 4.) **KEEP THE BUS CLEAN. PLACE ALL TRASH IN THE TRASH CAN.**
- 5.) **COOPERATE WITH THE DRIVER & AIDE.**
- 6.) **DO NOT BE DESTRUCTIVE. DESTRUCTION OF SCHOOL PROPERTY WILL RESULT IN SUSPENSION OF BUS RIDING PRIVILEGES.**
- 7.) **STAY IN YOUR SEAT.**
- 8.) **KEEP HEAD, HANDS, AND ALL BODY PARTS INSIDE THE BUS.**
- 9.) **BUS DRIVER IS AUTHORIZED TO ASSIGN SEATS.**

I HAVE READ THESE RULES, AND MY CHILD UNDERSTANDS THE CONSEQUENCES IF THESE RULES ARE NOT FOLLOWED.

PARENT SIGNATURE: _____