



Middletown Area School District
Transportation Department
Responsible Adult Designation Form for a Kindergarten Student

Safe and efficient transportation of every child is a primary goal of the Department. The District requires that a parent(s) or legal guardian(s) must accompany a kindergarten student “to and from” bus stops or “to and from” school buildings at all times. A parent(s) or legal guardian(s) may authorize another responsible adult to accompany, pick up or drop off a **kindergarten student at a bus stop**, by completing this form. A separate form must be completed for every kindergarten student and when any changes are made throughout the school year.

If a parent(s), legal guardian(s) or an authorized adult listed below is not present to meet and accompany a kindergarten student at the designated bus stop, the driver is required to return the student to his/her school building. The parent(s) or legal guardian(s) will be responsible to pick up the child at the school building. If a kindergarten student is returned to his/her school building three (3) times, transportation privileges may be suspended.



PLEASE PRINT ALL INFORMATION BELOW AND WRITE LEGIBLY

Name of Child: _____

Name of Parent or Legal Guardian: _____

Phone Number of Parent or Legal Guardian: _____

I designate the following individual(s) as a responsible adult who may accompany, pick up or drop off my kindergarten student **at his/her designated bus stop**. The bus driver will not release students from the bus unless the designated individual(s) are waiting directly at the bus stop. (Not waiting in vehicle, standing at the door of the house, etc). This is a safety procedure implemented to protect our students.

Name: _____ Phone Number: _____

1. Name : _____ Phone Number: _____

2. Name : _____ Phone Number: _____

Signature: _____ Date: _____



Please return this form to Ms. Dion Mumma in the MASD Transportation Department by:

Email: dnumma@raiderweb.org

Fax: 717-948-4006

Mail: Ms. Dion Mumma, Middletown Area School District, 100 Industrial Lane, Middletown PA 17057

This form may also be dropped off at any office in the Middletown Area School District.

The MASD Transportation Department will contact the parent or legal guardian with an effective date for the responsible adult designation, which is generally within 48 hours after receipt.