

RESPONSIBLE ADULT DESIGNATION FOR A KINDERGARTEN STUDENT

MASD Transportation Department

Safe and efficient transportation of every child is a primary goal of the District. The District requires a parent/guardian to accompany a kindergarten student to and from bus stops and to and from school buildings **at all times**. A parent/guardian 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 each kindergarten student and each time changes are made throughout the school year.

If a parent/guardian or an authorized adult listed below is not present to meet and accompany the kindergarten student at the designated bus stop, the driver is required to return the student to his/her school building. The parent/guardian 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/Guardian: _____

Phone Number of Parent/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. I understand that the bus driver will not release my child 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). I understand that this is a safety procedure implemented to protect my student.

Name: _____ Phone Number: _____

Parent/Guardian Signature: _____ Date: _____



Please return your completed form to the Transportation Department in one of the following ways:

Email: transportation@raiderweb.org

Fax: 717-948-4006

Mail: Transportation Coordinator, Middletown Area School District, 100 Industrial Lane, Middletown, PA 17057

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

The Transportation Department will contact the parent/guardian with an effective date for the responsible adult designation, which generally takes affect 48 hours after receipt of this request.