



BUS PROCEDURE

Parents,

To ensure the safety of all students, below is a summary of the PATTERSON PRIMARY SCHOOL BUS PROCEDURE.

Each student is assigned a daily bus number. This bus number can be a student's home, daycare, sitter, grandparent, etc. This is the bus that the child will go on every day after school. Special requests from their assigned bus must be **submitted every day** on a bus note.

Below is a sample bus note. Please feel free to **copy this note** and use it for future bus requests. Place your bus note in the student's **BRING BACK** folder.

No changes to bus assignments will be taken after 2:00pm.

Thank you

DATE _____ BUS NUMBER _____

STUDENT FIRST & LAST NAME _____

TEACHER'S NAME _____

LOCATION ADDRESS _____

NAME & PHONE NO. OF PARENT _____

NAME & PHONE NO. OF DESTINATION _____

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