

**Temporary Bus Passes:** In **EMERGENCY SITUATIONS ONLY**, a temporary student bus pass may be issued. A signed written request from the parent must be received in the principal's office with the current following information:

- The full name and room number of the child needing the pass
- The date that the pass is needed for
- The reason for the pass
- The number of the bus that the student will ride
- The location of the **existing** bus stop
- The phone number where the parent can be reached that day
- The parent's signature

A temporary bus pass **CANNOT** be given if the bus is at full capacity and **WILL NOT be given to accommodate a student wanting to visit another student.** We are also unable to accommodate routines that require the student to be driven to different locations throughout the week.

STUDENTS NOT PERMANENTLY ASSIGNED TO THE BUS ROSTER, WILL NOT BE PERMITTED TO BOARD THAT BUS IF THEY DO NOT HAVE A TEMPORARY BUS PASS.

Following the above procedure should ensure that your child arrives safely.

**BUS ACCIDENTS:** In the event of a bus accident, a parent/guardian will be notified. Messages will be left on the primary phone number listed after at least 3 phone numbers have been dialed with no answer.

Thank you for cooperating with this policy. Butler Area School District covers 150 square miles – that is over 168,000 bus stops a day. For more details – if interested, go to the district's website and discover more about the details of Transportation routes.

Remember your Steelers Raffle tickets are due on **Friday, September 7, 2018**. Please try to sell them.

Enjoy the long holiday break. May our Provident God bless you abundantly.

Gratefully,

Sister John Ann