

## CHANGING YOUR STUDENT'S TRANSPORTATION

Each student has a 'normal' method of transportation, but occasionally this must be changed. A change should be thoroughly discussed with your student and when possible, noted in their agenda for that day (so they don't forget by 4:05!). Most changes are pre-planned and should take place outside of the school day. When a last minute change is needed, you may e-mail [porterl@fultonschools.org](mailto:porterl@fultonschools.org) and the change will be communicated to your student.

***Only under circumstances of a need for child care can a student ride a different bus.*** Given that circumstance only, a parent must send a note to school with the student and include the following information: name of student, reason for bus change, bus number, destination address, destination phone number, parent signature, and parent contact phone number. This parent note must be submitted to the front office for approval or a student will not be allowed to alter their transportation.