

**Southeastern School**  
**Change of Transportation Form**

Student: \_\_\_\_\_

Grade: \_\_\_\_\_ Homeroom Teacher: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Parent Contact Number: \_\_\_\_\_

**My child has permission to leave school in the following manner: (Select One)**

Car Rider with: \_\_\_\_\_

Bus Number: \_\_\_\_\_ Bus Driver Name: \_\_\_\_\_

Destination Address: \_\_\_\_\_

After School Activity – My child will report to the following adult: \_\_\_\_\_

**Terms of Change: (Select One)**

This change is only for one day. Date of Change: \_\_\_\_\_  
Month/Day

This change is for the following time period: \_\_\_\_\_ to \_\_\_\_\_  
Month/Day Month/Day

This change is permanent beginning on: \_\_\_\_\_  
Month/Day

Students will not be allowed to leave school in a manner other than that which has been designated as their primary means of transportation without this Change of Transportation Form. This form must be completed, signed and returned to the school office prior to 1:30 on the day of the change. A change will not be made after 1:30pm except in the case of an emergency situation and only with the approval of the school administration. It is important that you do not change student transportation if you can make arrangements otherwise, as transportation changes create situational safety concerns for your child.